

Hamilton County Department of Education  
Hamilton County Board of Education Board Meeting - Quarterly Session  
June 12, 2025 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 - Dr. Lorie Collier, Principal of Harrison Elementary School

V. Exemplars of Excellence

A. Coach Norma Nelson - East Hamilton High School

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 January 16, February 20, March 13, and April 17, 2025 Regular Sessions

B. Executive Committee Report

C. Deputy Superintendent - Dr. Sonia Stewart

1. Field Trips

a. Elaine Harper - Community Superintendent, North River

b. Dr. Shane Harwood - Community Superintendent Rock Point

D. Chief Financial Officer - Mary Ellen Heuton, CPA

1. Bids/Contracts

A. Approve Professional Services Contract with Orange Grove Center, Inc.

B. Approve Bid 25-29 Sequoyah High School – Building A Reroofing

C. Award Bid 25-36, East Ridge Drainage Project

D. Ratify Award of Bid 25-37, Kitchen Equipment for School Nutrition Program FY25.

E. Award Bid 25-38, Inverter Scroll Heat Pump Chillers at Hixson HS, Ooltewah HS, Big Ridge, Snow Hill, and Thrasher Elementaries.

F. Award Bid 25-40, Furnish and Install Fencing Materials and Supplies

G. Award Bid 25-41, Building Demolition of Old CSLA and Dawn Schools.

H. Award Bid 26-07, Medical First Aid Equipment and Services

I. Award Bid 26-13, Fire Equipment Inspection Services & Related Repairs.

J. Request for Approval of Architectural/Engineering & Design Service firms for the 2025-2026 School Year

K. Recommend Approval of School Annual Publishers for 2025-2026 School Year

L. Approve Renewal of Insurance Coverage from Tennessee Risk Management Trust.

M. Ratify Approval of Change Order to Bid 25-25, Athletic Projects: Turf, Track & Stadium Seating at Signal Mountain Middle High School, East Hamilton High School, and Ooltewah High School.

N. Approve Change Order to Bid 25-04 Amphitheater East Hamilton High School

2. Financial Reports

3. Budget Amendments

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





**Hamilton County Department of Education**  
**Operations Office**  
**3074 Hickory Valley Rd**  
**Chattanooga, TN 37421**  
**(423) 498-7023**

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### **Memorandum**

To: Hamilton County Board of Education

Justin Robertson, Ed.D.  
Superintendent

From: Tim James, Ed.S.  
District Athletic Director

Date: July 12, 2025

Re: Coach Norma Nelson

**Representing School Board District Seven, Coach Norma Nelson of East Hamilton High School.**

School Board Member: Mrs. Jodi Shaffer  
Principal – Brent Eller  
Athletic Director – Mr. Eric Mountain

Coach Norma Nelson is a 1982 graduate of East Ridge High School and earned her degree from Cleveland State Community College in 1988. A standout softball player during her time at both institutions, Coach Nelson quickly transitioned into a career in education upon graduating from Cleveland State. She has dedicated the past 36 years to serving the students of Hamilton County Schools.

Throughout her distinguished coaching career, Coach Nelson has achieved over 900 wins. Her teams have earned one State Championship title, four state runner-up finishes, and numerous Region and District championships. Her outstanding contributions to the sport have earned her induction into the USA Softball Hall of Fame, the Cleveland State Community College Sports Hall of Fame, and the East Ridge High School Sports Hall of Fame. She is also a proud recipient of the A.F. Bridges Female Coach of the Year award.

Coach Nelson exemplifies the very best of Hamilton County Schools. She is talented, dedicated, and passionate about helping young people succeed both on the field and in the classroom. It is

with great pride and admiration, we celebrate Coach Nelson's incredible achievement of 900 career victories.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## Minutes

### Hamilton County Department of Education

### Hamilton County Board of Education Board Meeting – Regular Session

January 16, 2025, 6:00 PM

Board Room

3074 Claude Ramsey Pkwy

Chattanooga, TN 37421

Attendance Taken at 6:05 P.M.

Mrs. Jill Black: Present

Mr. Ben Connor: Present

Mr. Ben Daugherty: Present

Mr. Larry Grohn: Present

Mrs. Felice Hadden: Present

Mrs. Karitsa Jones: Present

Mr. Gary Kuehn: Present

Mrs. Jodi Schaffer: Present

Mr. Steve Slater: Present

Mr. Joe Smith: Present

Ms. Jackie Thomas: Present

Superintendent Dr. Justin Robertson was present.

#### I. Roll Call

#### II. \*\*Approval of the Agenda

**Passed:** Approval of the Agenda as amended with the addition of Board Matter VII.C, Exceptional Education Staffing and Placement.

Passed with a Motion by Mrs. Felice Hadden and a Second by Mr. Steve Slater.

Mr. Joe Smith: Yes

Mrs. Jill Black: Yes

Mr. Ben Connor: Yes

Mr. Ben Daugherty: Yes

Mr. Larry Grohn: Yes

Mrs. Felice Hadden: Yes

Mrs. Karitsa Jones: Yes

Mr. Gary Kuehn: Yes

Mrs. Jodi Schaffer: Yes

Mr. Steve Slater: Yes

Ms. Jackie Thomas: Yes

Yes: 11, No: 0

#### III. Executive Session – No

- IV. **Pledge to the Flag and Meditation – Principal Lindsey Hagan, Red Bank Elementary School**
- V. **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.**

Board Member Karitsa Jones recited the Board Disclaimer Statement.

**VI. \*\*Approval of the Consent Agenda**

**Passed:** Motion to approve the Consent Agenda with Mrs. Jones noting that she would be recusing herself from the vote on Item VII.B under Board Matters regarding Consideration of exercising one-year options to renew leases with the City of Chattanooga for Avondale, Cedar Hill, and Daisy Head Start sites due to her employment with the City of Chattanooga.

Passed with a Motion by Mr. Gary Kuehn and a Second by Mr. Ben Daugherty.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

A. Approval of the Minutes of the December 19, 2024 Quarterly Session

B. 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

C. Chief Financial Officer – Mary Ellen Heuton, CPA

1. Bids/Contracts

- a. Request Approval of First Amendment to Student Transportation Management Services Agreement (RFP 23-13)

2. Financial Reports

3. Budget Amendments

- a. Federal Grants, State Grants, and Self-Funded Programs
- b. General Operating Amendments

c. School Nutrition Amendments

**VII. Board Matters**

A. Chief Operations Officer – Dr. Robert Sharpe

1. \*\*Consideration of parking lot use agreement with First Christian Church of Chattanooga

**Passed:** Motion to approve.

Passed with a Motion by Mrs. Jill Black and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

2. \*\*Consideration of Bond-Funded Capital Projects and FY 25 Budget Amendment – Self Funded

**Passed:** Motion to approve.

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

3. **\*\*Consideration of North River Elementary Architect Selection**

**Passed:** Motion to approve.

Passed with a Motion by Mrs. Jodi Schaffer and a Second by Mr. Ben Connor.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

B. Chief of Opportunity & Access – Dr. Neelie Parker

1. **\*\*Consideration of exercising one-year options to renew leases with the city of Chattanooga for Avondale, Cedar Hill, and Daisy Head Start sites.**

**Passed:** Motion to approve.

Passed with a Motion by Mr. Gary Kuehn and a Second by Mrs. Jill Black.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Abstained  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 10, No: 0, Abstention: 1

C. Exceptional Education Staffing & Placement.

Mrs. Felice Hadden appointed by Chairman Smith to be the Board liaison to the Administration regarding exceptional education.

**VIII. Information Only**

A. Legal Services Report

**IX. Events/Announcements**

- A. Monday, January 20: MLK Holiday
- B. Monday, February 17: President’s Day
- C. Thursday, February 20: February Board Meeting
- D. February 24, 2025: Facilities Committee Meeting
- E. TBD in February: Finance Committee Meeting
- F. March 4, 2025: Policy Committee Meeting
- G. January 23, 2025: Future Fund Opens

**X. Adjourn**

The meeting was adjourned at 6:50 p.m.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

## Minutes

### Hamilton County Department of Education

### Hamilton County Board of Education Board Meeting – Regular Session

February 20, 2025, 6:00 PM

Board Room

3074 Claude Ramsey Pkwy

Chattanooga, TN 37421

Attendance Taken at 6:15 P.M.

Mrs. Jill Black: Present

Mr. Ben Connor: Present

Mr. Ben Daugherty: Present

Mr. Larry Grohn: Present

Mrs. Felice Hadden: Present

Mrs. Karitsa Jones: Present

Mr. Gary Kuehn: Present

Mrs. Jodi Schaffer: Present\*

Mr. Steve Slater: Present

Mr. Joe Smith: Present

Ms. Jackie Thomas: Present

\*Mrs. Schaffer attended via Zoom.

Superintendent Dr. Justin Robertson was present.

#### I. Roll Call

Moment of reflection for Steve Doremus.

#### II. \*\*Approval of the Agenda

**Passed:** Approval of the Agenda as amended with the additions of:

1) HCBOE Policy 6.311 (Cell Phone Policy) under Board Matter VII.A.1 as a first and final read;

2) Special Courses Renewal for 2025-2026 as Board Matter VII.B.1; and

3) School Nutrition for Inclement February 19, 2025 Weather Day as Board Matter VII.C.1.

Passed with a Motion by Mrs. Jill Black and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes

Mrs. Jill Black: Yes

Mr. Ben Connor: Yes

Mr. Ben Daugherty: Yes

Mr. Larry Grohn: Yes

Mrs. Felice Hadden: Yes

Mrs. Karitsa Jones: Yes

Mr. Gary Kuehn: Yes

Mrs. Jodi Schaffer: Yes

Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**III. Executive Session – No**

**IV. Pledge to the Flag and Meditation – Principal Heidi Moses, Hunter Middle School**

**V. 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.**

Board Member Karitsa Jones recited the Board Disclaimer Statement.

**VI. \*\*Approval of the Consent Agenda**

**Passed:** Motion to approve the Consent Agenda with the following items being pulled by Mr. Grohn: VI.B.1.b, Request approval of Giant Steps for 2025-2026 School Year; and VI.B.1.c, Coalition of Large School (CLASS) Retainer Agreement – Gowan Public Strategy.

Passed with a Motion by Mr. Gary Kuehn and a Second by Mr. Ben Connor.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**Passed:** Motion to approve Item VI.B.1.b, Giant Steps for 2025-2026 School Year that was pulled from the Consent Agenda.

Passed with a Motion by Mr. Larry Grohn and a second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes

Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**Passed:** Motion to approve Item VI.B.1.c, Coalition of Large School (CLASS) Retainer Agreement – Gowan Public Strategy.

Passed with a Motion by Mr. Ben Connor and a second by Mrs. Jill Black.

Mr. Joe Smith: No  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: No  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: No  
Mr. Steve Slater: No  
Ms. Jackie Thomas: No  
Yes: 6, No: 5

## **VII. Board Matters**

VII.A. Chief Office of Strategy – Shannon Moody

1. Policies on First Read
2. \*\*Policies on second and final read

**Passed:** Motion to approve second and final reading of Policy 1.601.

Passed with a Motion by Mr. Larry Grohn and a second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes

Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**Passed:** Motion to approve second and final reading of Policy 5.3023.

Passed with a Motion by Mrs. Felice Hadden and a second by Mr. Ben Connor.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**Passed:** Motion to approve second and final reading of Policy 5.305.

Passed with a Motion by Mr. Ben Connor and a second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**Referred to Committee:** Motion to approve first and final reading of Policy 6.311. Motion to approve first and final reading of Policy 6.311 by Mr. Steve Slater and a second by Mr. Gary Kuehn.

**Passed:** Motion to Refer Motion to approve first and final reading of Policy 6.311 to Committee

Passed with a Motion to Refer to Committee by Mr. Ben Daugherty and a second by Mr. Larry Grohn.

Mr. Joe Smith: No  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 10, No: 1

**\*\*VII.B. Blake Freeman, Chief Academic Officer**

1. Special Courses Renewal for 2025-2026

**Passed:** Motion to approve Special Courses Renewal for 2025-2026.

Passed with a Motion by Mr. Larry Grohn and a second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**\*\*VII.C. Zac Brown, Chief Talent Officer**

1. School Nutrition for Inclement February 19, 2025 Weather Day

**Passed:** Motion to approve School Nutrition for Inclement February 19, 2025 Weather Day.

Passed with a Motion by Mr. Gary Kuehn and a second by Mrs. Felice Hadden.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes

Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**VIII. Information Only**

A. Legal Services Report

**IX. Events/Announcements**

- A. Facilities Committee Meeting will be February 24.
- B. Policy Committee Meeting will be March 4, 2025.
- C. Regular school tomorrow.

**X. Adjourn**

The meeting was adjourned at 7:45 p.m.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

## Minutes

### Hamilton County Department of Education

### Hamilton County Board of Education Board Meeting – Regular Session

March 13 2025, 6:00 PM

Board Room

3074 Claude Ramsey Pkwy

Chattanooga, TN 37421

Attendance Taken at 6:05 P.M.

Mrs. Jill Black: Present\*

Mr. Ben Connor: Present

Mr. Ben Daugherty: Present

Mr. Larry Grohn: Present

Mrs. Felice Hadden: Present

Mrs. Karitsa Jones: Present

Mr. Gary Kuehn: Present

Mrs. Jodi Schaffer: Present

Mr. Steve Slater: Present

Mr. Joe Smith: Present

Ms. Jackie Thomas: Present\*

\*Mrs. Black and Ms. Thomas attended via Zoom.

Superintendent Dr. Justin Robertson was present.

#### I. Roll Call

#### II. \*\*Approval of the Agenda

**Passed:** Approval of the Agenda as amended with the deletion of:

Naming of Facility under Board Matter IX.B and the addition of:

1) Benchmark Testing as Board Matter IX.B.; and

2) Exceptional Education Staffing as Board Matter IX.C.

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes

Mrs. Jill Black: Yes

Mr. Ben Connor: Yes

Mr. Ben Daugherty: Yes

Mr. Larry Grohn: Yes

Mrs. Felice Hadden: Yes

Mrs. Karitsa Jones: Yes

Mr. Gary Kuehn: Yes

Mrs. Jodi Schaffer: Yes

Mr. Steve Slater: Yes

Ms. Jackie Thomas: Yes

Yes: 11, No: 0

**III. Executive Session – No**

**IV. Pledge to the Flag and Meditation – Dr. Joe Gerez, East Ridge Middle School**

**V. Exemplars of Excellence**

A. Recognition of the 2025 Teachers of the Year

**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.**

Board Member Karitsa Jones recited the Board Disclaimer Statement.

**VII. \*\*Approval of the Consent Agenda**

**Passed:** Motion to approve the Consent Agenda

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

A. Executive Committee Report

1. Grant Approval – East Ridge High School TVA EnergyRight School Uplift Grant

B. 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. Dr. Marques Stewart – Community Superintendent Missionary Ridge

C. Chief Financial Officer – Mary Ellen Heuton, CPA

1. Bids/Contracts

- a. RFP 25-15, HCS Custodial Services

- b. RFP 25-16, Ground Services
  - c. BID 26-01 Instructional, Library Materials & Supplies
  - d. BID 26-02 P.E. Athletic Supplies, Materials & Equipment
  - e. BID 25-17 Hixson High School Gym HVAC Upgrade
  - f. BID 25-19 Chemically Treat HVAC Systems
  - g. BID 25-20 Monitor Fire Alarm & Security Panels
- 2. Financial Reports
  - 3. Budget Amendments
    - a. Federal Grants, State Grants and Self-Funded Programs
    - b. General Operating Amendments

**VIII. Administrative Business Matters**

VIII.A. Deputy Superintendent – Dr. Sonia Stewart

VIII.A.1. Interlocal Agreement with the City of Chattanooga for the End School-Age Homelessness Initiative

**Passed:** Motion to Approve Interlocal Agreement with the City of Chattanooga for the End School-Age Homelessness Initiative

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Larry Grohn.

Mr. Joe Smith: Yes  
 Mrs. Jill Black: Yes  
 Mr. Ben Connor: Yes  
 Mr. Ben Daugherty: Yes  
 Mr. Larry Grohn: Yes  
 Mrs. Felice Hadden: Yes  
 Mrs. Karitsa Jones: Yes  
 Mr. Gary Kuehn: Yes  
 Mrs. Jodi Schaffer: Yes  
 Mr. Steve Slater: Yes  
 Ms. Jackie Thomas: Yes  
 Yes: 11, No: 0

VIII.B. Chief Operations Officer – Dr. Robert Sharpe

VIII.B.1. Construction Manager at Risk Memorandum of Agreement

**Passed:** Motion to Approve Construction Manager at Risk Memorandum of Agreement

Passed with Motion by Mr. Gary Kuen and Second by Mr. Larry Grohn.

Mr. Joe Smith: Yes  
 Mrs. Jill Black: Yes

Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

VIII.C. Blake Freeman – Chief Academic Officer

VIII.C.1. One-time Request for Funding for Community Schoolyard at East Side Elementary

**Passed:** Motion to Approve One-time Request for Funding for Community Schoolyard at East Side Elementary

Passed with Motion by Mr. Ben Daugherty and Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**IX. Board Matters**

IX.A. Chief Strategy Officer – Shannon Moody

IX.A.1. Policies on First Read

- 1.404 Appearance Before the Board
- 1.700 School District Goals

IX.A.2 Policies on Second and Final Read

- 2.101 Duties of School System Employees
- 2.200 Annual Operating Budget
- 2.500 Deposit of Funds
- 2.703 Audits

- 2.802 Payroll Procedures
- 2.803 Salary Deductions
- 2.805 Purchasing
- 2.806 Bids and Quotations
- 2.900 Student Activity Funds Management
- 4.212 Charter School Application Process
- 5.102 Classification and Qualifications

**Passed:** Motion to Approve Policies on Second and Final Read

Passed with Motion by Mr. Ben Connor and Second by Mr. Larry Grohn.

Mr. Joe Smith:	Yes
Mrs. Jill Black:	Yes
Mr. Ben Connor:	Yes
Mr. Ben Daugherty:	Yes
Mr. Larry Grohn:	Yes
Mrs. Felice Hadden:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Steve Slater:	Yes
Ms. Jackie Thomas:	Yes
Yes:	11, No: 0

**IX.B. Benchmark Testing**

Motion to Reduce Benchmark Testing to one time per year in the 2025-26 school year.

Motion by Mr. Ben Daugherty and Second by Mr. Steve Slater.

Motion withdrawn by Mr. Ben Daugherty and Mr. Steve Slater.

**IX.C. Exceptional Education Staffing**

Motion to Make Exceptional Education a Single Line Item in the Budget/Not to Disrupt  
Exceptional Education Funds

Motion by Mr. Ben Daugherty and Second by Mr. Steve Slater.

Motion withdrawn by Mr. Ben Daugherty and Mr. Steve Slater.

**X. Information Only**

A. Legal Services Report

**XI. Events/Announcements**

A. Committee Reports

Legislative Committee

Policy Committee

Finance Committee – next meeting April 10, 2025

Facilities Committee –will bypass April meeting

B. Spring Break: Monday, March 17 – Friday, March 21

C. Monday, March 24 – Professional Development

D. Next Board Meeting: April 17, 2025

**X. Adjourn**

The meeting was adjourned at 8:25 p.m.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

## Minutes

### Hamilton County Department of Education

### Hamilton County Board of Education Board Meeting – Regular Session

April 17, 2025, 6:00 PM

Board Room

3074 Claude Ramsey Pkwy

Chattanooga, TN 37421

Attendance Taken at 6:20 P.M.

Mrs. Jill Black: Present

Mr. Ben Connor: Present

Mr. Ben Daugherty: Present

Mr. Larry Grohn: Present

Mrs. Felice Hadden: Present

Mrs. Karitsa Jones: Present

Mr. Gary Kuehn: Present

Mrs. Jodi Schaffer: Present

Mr. Steve Slater: Present

Mr. Joe Smith: Present

Ms. Jackie Thomas: Present

Superintendent Dr. Justin Robertson was present.

#### I. Roll Call

#### II. \*\*Approval of the Agenda

**Passed:** Motion to Approve the Agenda with additions of Exceptional Education Staffing and Placement, Washington Alternative School Staffing, Dawn School Staffing, Soddy Daisy High School Weight Room, and Benchmark Testing under IX. Board Matters

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes

Mrs. Jill Black: Yes

Mr. Ben Connor: Yes

Mr. Ben Daugherty: Yes

Mr. Larry Grohn: Yes

Mrs. Felice Hadden: Yes

Mrs. Karitsa Jones: Yes

Mr. Gary Kuehn: Yes

Mrs. Jodi Schaffer: Yes

Mr. Steve Slater: Yes

Ms. Jackie Thomas: Yes

Yes: 11, No: 0

#### III. Executive Session – No

**IV. Pledge to the Flag and Meditation – Bethanie Reynolds, Principal, Ooltewah Elementary School**

**V. Exemplars of Excellence**

V.A.1. Read20 – Librarian of the Year – Dr. John Rice, Director of Middle School & K-12 Libraries: **Cancelled**

**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.**

Board Member Karitsa Jones recited the Board Disclaimer Statement.

**VII. \*\*Approval of the Consent Agenda**

**Passed:** Motion to approve the Consent Agenda

Passed with a Motion by Mr. Ben Connor and a Second by Mr. Gary Kuehn.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

- A. Executive Committee Report
  - 1. Homeless Coalition MOU
  - 2. Dalewood Middle School Outdoor Court Renovation
  - 3. Sale Creek Middle/High School Gym Floor
- B. 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. Dr. Marques Stewart – Community Superintendent Missionary Ridge

- e. Dr. Tiffany Earvin—Community Superintendent MidTown
  - f. Dr. Tony Donen—Executive Principal Workforce Development & College Schools Network
- C. Chief Financial Officer – Mary Ellen Heuton, CPA
- 1. Bids/Contracts
    - a. SY26 Signal Centers
    - b. BID 25-09, Contract for Motors, Pumps, Supplies and Repairs
    - c. BID 26-06, Computer Software (Instructional)
    - d. BID 26-03, Science Equipment, Materials and Supplies
    - e. BID 26-04, Laminating Film & Maintenance Services
    - f. BID 26-11, Commodity Processing for School Nutrition
    - g. Amendment to RFP 22-20 Athletic Trainer Provider
    - h. BID 25-23, Harrison Bay Future Ready Center Classroom Renovation
    - i. BID 25-25, Athletic Projects Turf, Track & Stadium Seating SMMHS, EHHS, OHS
  - 2. Financial Reports
  - 3. Budget Amendments
    - a. Federal Grants, State Grants, and Self-Funded Programs
  - 4. Proposed School Fees 2025-2026
  - 5. Tuition Fees 2025-2026
  - 6. Board Policy 2.802 – Proposed Policy Revisions – First Read

**VIII. Administrative Business Matters**

VIII.A. Chief Operations Officer – Dr. Robert Sharpe

\*\*VIII.A.1. HCC and HCDE MOA Regarding the Construction of School Facilities

**Passed:** Motion to Approve HCC and HCDE MOA Regarding the Construction of School Facilities

Passed with a Motion by Mrs. Jodi Schaffer and a Second by Mr. Gary Kuehn.

Mr. Joe Smith:	Yes
Mrs. Jill Black:	Yes
Mr. Ben Connor:	Yes
Mr. Ben Daugherty:	Yes
Mr. Larry Grohn:	Yes
Mrs. Felice Hadden:	Yes
Mrs. Karitsa Jones:	Yes
Mr. Gary Kuehn:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Steve Slater:	Yes
Ms. Jackie Thomas:	Yes
Yes: 11, No: 0	

**\*\*VIII.A.2. Gateway Technical Education Building Architect Selection**

**Passed:** Motion to Approve Gateway Technical Education Building Architect Selection

Passed with a Motion by Mr. Gary Kuehn and a Second by Mr. Steve Slater.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**VIII.B. Chief Academic Officer, Teaching & Learning – Blake Freeman**

**\*\*VIII.B.1. Science Adoption Recommendations 2025-2026 through 2032-2033**

**Passed:** Motion to Approve Science Adoption Recommendations 2025-2026 through 2032-2033

Passed with Motion by Mr. Larry Grohn and a Second by Mrs. Jill Black.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**\*\*VIII.B.2. Science Adoption Recommendations for High School Courses Requiring a Waiver Process**

**Passed:** Motion to Approve Science Adoption Recommendations for High School Courses Requiring a Waiver Process

Passed with Motion by Mr. Larry Grohn and a Second by Mr. Steve Slater.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**\*\*VIII.B.3. Facility Name Change**

**Passed:** Motion to Approve Facility Name Change

Passed with Motion by Mr. Gary Kuehn and a Second by Mr. Ben Daugherty.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**VIII.C. Director, Access and School Choice – Jim Boles**

**\*\*VIII.C.1. Charter School Submitter Applications**

**\*\*VIII.C.1.A. Little Kings and Queens Charter Academy**

**Passed:** Motion to Deny Approval of Charter Application of Little Kings and Queens Charter Academy

Passed with Motion by Mr. Larry Grohn and a Second by Mrs. Jill Black.

Mr. Joe Smith: Yes

Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**\*\*VIII.C.1.B. Tennessee Wildflower Charter School**

**Passed:** Motion to Deny Approval of Charter Application of Tennessee Wildflower Charter School

Passed with Motion by Mrs. Jill Black and a Second by Mr. Ben Connor.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

**IX. Board Matters**

IX.A. Chief Strategy Officer – Shannon Moody

IX.A.1. Possibly Amend the 2025-2026 School Calendar

IX.A.2 Proposed 2026-2027 School Calendar

IX.B. Superintendent—Dr. Justin Robertson

**\*\*IX.B.1. Proposed Schedule of Sessions 2025-2026**

**Passed:** Motion to Approve Proposed Schedule of Sessions 2025-2026

Passed with Motion by Mrs. Jodi Schaffer and Second by Mrs. Jill Black.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Yes  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Yes  
Mr. Steve Slater: Yes  
Ms. Jackie Thomas: Yes  
Yes: 11, No: 0

IX.C. Jill Black—District 11

**\*\*IX.C.1. Consideration of Resolution Opposing HB0793/SB0836**

**Passed:** Motion to Approve Resolution Opposing HB0793/SB0836

Passed with Motion by Mr. Larry Grohn and Second by Mr. Ben Connor.

Mr. Joe Smith: Yes  
Mrs. Jill Black: Yes  
Mr. Ben Connor: Yes  
Mr. Ben Daugherty: Yes  
Mr. Larry Grohn: Yes  
Mrs. Felice Hadden: Abstain  
Mrs. Karitsa Jones: Yes  
Mr. Gary Kuehn: Yes  
Mrs. Jodi Schaffer: Abstain  
Mr. Steve Slater: Abstain  
Ms. Jackie Thomas: Yes  
Yes: 8, No: 0, Abstain: 3

IX.D. Jodi Schaffer—District 7

IX.D.1. 5.101 Creation of Positions and Lines of Authority

IX.E. Ben Daugherty—District 2

IX.E.1. 4.700 Testing Programs

## IX.E.2. Budget Discussions

**Passed:** Motion to Direct the Superintendent to Deliver a Balanced Budget to the Board

Passed with Motion by Mr. Ben Daugherty and Second by Mrs. Felice Hadden.

Mr. Joe Smith:	Yes
Mrs. Jill Black:	No
Mr. Ben Connor:	No
Mr. Ben Daugherty:	Yes
Mr. Larry Grohn:	Yes
Mrs. Felice Hadden:	Yes
Mrs. Karitsa Jones:	No
Mr. Gary Kuehn:	Yes
Mrs. Jodi Schaffer:	Yes
Mr. Steve Slater:	Yes
Ms. Jackie Thomas:	Absent

Yes: 7, No: 3

## IX.F. Discussion of the Board Meeting Agenda

IX.F.1. Exceptional Education Staffing and Placement

IX.F.2. Washington Alternative School Staffing

IX.F.3. Dawn School Staffing

IX.F.4. Soddy Daisy High School Weight Room

IX.F.5. Benchmark Testing

## X. Information Only

A. Legal Services Report

## XI. Events/Announcements

Committee Chair Updates

Legislative Committee

Policy Committee—next meeting June 2025

Finance Committee – next meeting April 30, 2025 at 5:30 pm

Facilities Committee –next meeting June 2025

Transportation Committee

County Commission and Board Member Meeting: April 28, 2025

April 18, 2025: Spring Holiday

May 8, 2025: Next Board Meeting

**XII. Adjourn**

The meeting was adjourned at 9:35 p.m.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Date

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

**From:** Dr. Elaine Harper, Community Superintendent, NRLC

**Date:** June 12, 2025

**Subject:** North River Overnight Field Trip Approval

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

1. **Hixson High**-Seventeen students from the Cheer Squad in grades 9-12 will travel to The Great Wolf Lodge in LaGrange, Georgia, to participate in Summer Cheer Camp. They will depart July 22, 2025, and return July 24, 2025.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval**

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/22/25 10:05 AM

Learning Community     FRI/CTE     Exceptional Ed     PreK

School Hixson High    Grade/Group/Team Cheerleading

Departure Date/Time 07/22/25 8:00 am    Return Date/Time 07/24/25 12:00 pm

Event/Venue Great Wolf Lodge    Address 150 Tom Hall Pkwy, LaGrange, GA 30240

Instructional value Cheer Camp to credential squad and learn new material for sidelines and pep rallies.

Evaluation Showcase on final day.

Fee Requested \$ 500.00    How Acquired? Student/Parent, Fundraiser(s)/Donation(s)

Total # of Students 17    Total # of Staff 1    Total # of Chaperones 3    Nurse Required: No

Number of subs needed 0    Funding source for subs \_\_\_\_\_

• 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.

Other: \_\_\_\_\_

County School Bus    Cost \$ \_\_\_\_\_    Bus # \_\_\_\_\_    Driver's Name \_\_\_\_\_

Handicap Accessible Bus    Cost \$ \_\_\_\_\_

Charter Bus (**Board Approved**) \_\_\_\_\_    Cost \$ \_\_\_\_\_

Cars    List Driver(s) Alex Jibrin, Wendy Reno, Callie Michael, Angie Blizard    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: Alex Jibrin

Chaperones: Angie Blizard, Callie Michael, Wendy Reno

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 Calendar Fundraiser

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

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

Teacher Name: Alex Jibrin    Date Submitted: 04/22/25 10:05 AM

Secretary Name & Approval: TRACY MILLER    Approved - Secretary    05/15/25

Principal's Name & Approval: LEE ZIEGLER    Approved - Principal    05/15/25

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: ALYSSA TEAL    Approved - LC Assistant    05/16/25

LC Super Name & Approval: ELAINE HARPER    Approved - LC Superintendent    05/27/25

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

**From:** Dr. Shane Harwood, Community Superintendent  
Rock Point Learning Community

**Date:** **June 12, 2025**

**Subject:** Field Trips

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

- #1.** **Signal Mtn Middle/High School** - Three TSA students will travel to the Opryland Resort in Nashville, Tennessee June 27 - July 1, 2025 to participate in the TSA National Conference.
- #2.** **Signal Mtn Middle/High School** - Twenty-Five 10th-12th grade band leadership students will travel to the Camp Dogwood Lodge in Soddy Daisy, Tennessee June 30 - July 2, 2025 to participate in a leadership retreat.
- #3.** **CSAS Upper School** - One hundred 8th grade students will travel to Historic Williamsburg and Jamestown in Williamsburg and Alexandria, Virginia November 16-20, 2025 to explore rich historical references that are a part of the curriculum.
- #4\*.** **Red Bank High School** - Seventeen 9th-12th grade baseball players travelled to Knoxville, Tennessee May 9-10, 2025 to compete in the TSSAA Regional Competition.
- #5\*.** **Red Bank Middle School** - Seven middle school track team students travelled to APSU Fortera Stadium in Clarksville, Tennessee May 16-17, 2025 to compete in the TMSAA State Track Championship.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

# HAMILTON COUNTY SCHOOLS

## Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 05/01/25 10:19 AM

Learning Community  
  FRI/CTE  
  Exceptional Ed  
  PreK

School Sign Mountain Middle/High Grade/Group/Team TSA

Departure Date/Time 06/27/25 3:00 pm Return Date/Time 07/01/25 12:00 pm

Event/Venue TSA National Conference: Opryland Resort Address 2800 Opryland Dr, Nashville, TN 37214

Instructional value Students will participate in the events at the Technology Student Association National Conference.

Evaluation Results of competition

Fee Requested \$ 800.00 How Acquired? Student/Parent

Total # of Students 3 Total # of Staff 1 Total # of Chaperones 0 Nurse Required: No

Number of subs needed 0 Funding source for subs \_\_\_\_\_

• 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.

- Other: \_\_\_\_\_  
 County School Bus Cost \$ \_\_\_\_\_ Bus # \_\_\_\_\_ Driver's Name \_\_\_\_\_  
 Handicap Accessible Bus Cost \$ \_\_\_\_\_  
 Charter Bus (Board Approved) \_\_\_\_\_ Cost \$ \_\_\_\_\_  
 Cars List Driver(s) Lauren Sabatini (mother of Mia Sabatini), Ledys Chemin (mother of Olivia and Sophia Chemin) 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: Amber Thevenet

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 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 Name: Katharine Lubinski Date Submitted: 05/01/25 10:19 AM

Secretary Name & Approval: DEBBIE PRICE Approved - Secretary 05/01/25

Principal's Name & Approval: MICHAEL CARSON Approved - Principal 05/06/25

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: PAMELA KILGORE Approved - LC Assistant 05/07/25

LC Super Name & Approval: DAVID HARWOOD Approved - LC Superintendent 05/07/25

HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval

Overnight Day/Overnight (Must go to Board for Approval)

Today's Date: 05/01/25 12:20 PM

Learning Community     FRI/CTE     Exceptional Ed     PreK

School Sign Mountain Middle/High    Grade/Group/Team 10-12/Band/Leadership Team

Departure Date/Time 06/30/25 12pm    Return Date/Time 07/02/25 10am

Event/Venue Camp Dogwood Lodge    Address 1900 Lee Pike, Soddy-Daisy, TN 37379

Instructional value Selected students will participate in a Leadership Retreat with band directors and Staff.

Evaluation Students will reflect on the concepts learned during the retreat.

Fee Requested \$ 90.00    How Acquired? Student/Parent

Total # of Students 25    Total # of Staff 5    Total # of Chaperones 1    Nurse Required: No

Number of subs needed 0    Funding source for subs \_\_\_\_\_

• 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.

Other: \_\_\_\_\_

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 transportation to and from the event.    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: Jessica Graves, Shelby Walker, Matt Broom, Holly Pitner

Chaperones: Jordan Pitner

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 Name: Shelby Walker    Date Submitted: 05/01/25 12:20 PM

Secretary Name & Approval: DEBBIE PRICE    Approved - Secretary    05/01/25

Principal's Name & Approval: MICHAEL CARSON    Approved - Principal    05/06/25

Director Admin Name & Approval: \_\_\_\_\_

Director Name & Approval: \_\_\_\_\_

LC Super Admin Name & Approval: PAMELA KILGORE    Approved - LC Assistant    05/06/25

LC Super Name & Approval: DAVID HARWOOD    Approved - LC Superintendent    05/06/25

HAMILTON COUNTY SCHOOLS  
Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 04/21/25 11:55 AM



Learning Community



FRI/CTE



Exceptional Ed



PreK

School CSAS - Upper

Grade/Group/Team 8th Grade

Departure Date/Time 11/16/25 6:30 am

Return Date/Time 11/20/25 9:00 pm

Event/Venue Historic Williamsburg and Jamestown, Washington DC

Address 3751 4-H Club Road, Williamsburg, VA 23185 and 5821 Richmond Hwy., Alexandria, VA 22303

Instructional value Each location provides rich historical references for our SS curriculum. We also pull in all other contents areas through various museums.

Evaluation Students will complete a scrapbook project, cataloguing all the learning experienced on the trip.

Fee Requested \$ 550.00 How Acquired? Student/Parent

Total # of Students 100 Total # of Staff 9 Total # of Chaperones 1 Nurse Required: Yes

Number of subs needed 1 Funding source for subs HCS Sub Account

• Total # of Students with 504 Plan 10 Modifications Needed

• Total # of Students with Disabilities 5 Modifications Needed no academiic modifications needed

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

Other:

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

Handicap Accessible Bus Cost \$

Charter Bus (Board Approved) Eagle Christian Tours Cost \$ 18,700.00

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: Autum McCamish, Mike Kortum, Ali Berry, Kaylan Reinisch, Jaime Barrett, Michah Myers, Rickey Jones, Chris Hendrix, Jen Lallier

Chaperones: Chad Alley

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 Name: Autum McCamish Date Submitted: 04/21/25 11:55 AM

Secretary Name & Approval: KIMBERLY ROGERS Approved - Secretary 04/21/25

Principal's Name & Approval: ROBERT ALFORD Approved - Principal 04/21/25

Director Admin Name & Approval:

Director Name & Approval:

LC Super Admin Name & Approval: PAMELA KILGORE Approved - LC Assistant 05/09/25

LC Super Name & Approval: DAVID HARWOOD Approved - LC Superintendent 05/09/25



Hamilton County Schools  
3074 Hickory Valley Road  
Chattanooga, Tennessee 37421

Request for Early Approval

MEMORANDUM

To: Executive Committee of the Board  
School: Red Bank High School  
Date: 5/7/25 Trip Dates: 5/9/25 - 5/10/25

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:

We did not know that we would be going on this Baseball Region Tournament field trip until the team won this past weekend to advance in the tournament.

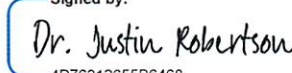
  
Principal Signature

5/7/25  
Date

DocuSigned by:  
  
F208EEDFA17A4E8...  
Deputy Superintendent

05/08/2025  
Date

**APPROVED:**

Signed by:  
  
4D76312655B6468...  
Superintendent Signature

05/08/2025  
Date

DS  


Signed by:  
  
A11684E245B840D...  
Board Chairman Signature

05/08/2025  
Date

HAMILTON COUNTY SCHOOLS

Request for Field Trip Approval

Overnight **Day/Overnight** (Must go to Board for Approval)

Today's Date: 05/07/25 8:19 AM



Learning Community



FRI/CTE



Exceptional Ed



PreK

School Red Bank High

Grade/Group/Team 9th-12th grade RBHS Baseball Team

Departure Date/Time 05/09/25 10:00 AM

Return Date/Time 05/10/25 11:00 PM

Event/Venue TSSAA REGIONALS

Address 5634 Merchants Center BLVD, Knoxville TN 37912

Instructional value To compete for a championship

Evaluation Good sportsmanship

Fee Requested \$ 0.00 How Acquired? Student/Parent

Total # of Students 17 Total # of Staff 3 Total # of Chaperones 1 Nurse Required: No

Number of subs needed 0 Funding source for subs

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.

Other:

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

Handicap Accessible Bus Cost \$

Charter Bus (Board Approved) Cost \$

Cars List Driver(s) Parents will transport their own students 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: Matt Roberson, Glen Wagner, Gene Bowles

Chaperones: Nick Ford

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 Name: Matt Roberson Date Submitted: 05/07/25 8:19 AM

Secretary Name & Approval: JOY ELLIS Approved - Secretary 05/07/25

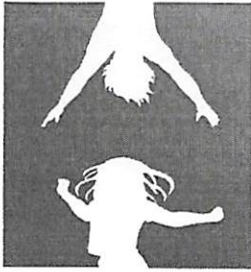
Principal's Name & Approval: CHRISTOPHER TILLET Approved - Principal 05/07/25

Director Admin Name & Approval:

Director Name & Approval:

LC Super Admin Name & Approval: PAMELA KILGORE Approved - LC Assistant 05/07/25

LC Super Name & Approval: DAVID HARWOOD Approved - LC Superintendent 05/07/25



Hamilton County Schools  
3074 Hickory Valley Road  
Chattanooga, Tennessee 37421

Request for Early Approval

MEMORANDUM

To: Executive Committee of the Board

School: Red Bank Middle School

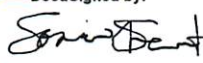
Date: 5/7/2025 Trip Dates: 5/16/2025-5/17-2025

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:

This itinerary is being submitted later than usual due to an unavoidable scheduling conflict. The close proximity between the sectional meet and the state championship made it impossible to finalize plans promptly without first knowing which athletes would qualify for state competition.

  
Principal Signature

5/7/25  
Date

DocuSigned by:  
  
F208EEDFA17A4E8  
Deputy Superintendent

05/08/2025  
Date

**APPROVED:**

Signed by:  
  
4D70312655B0493...  
Superintendent Signature

05/08/2025  
Date

DS  
Sm

Signed by:  
  
A11084E2458690D...  
Board Chairman Signature

05/08/2025  
Date

HAMILTON COUNTY SCHOOLS

Request for Field Trip Approval

Overnight  Day/Overnight (Must go to Board for Approval)

Today's Date: 04/28/25 9:09 AM



Learning Community



FRI/CTE



Exceptional Ed



PreK

School Red Bank Middle

Grade/Group/Team Red Bank Middle School Track Team

Departure Date/Time 05/16/25 1:30pm

Return Date/Time 05/17/25 5:00pm

Event/Venue APSU Fortera Stadium

Address 700 Marion Street, Clarksville, TN 37040

Instructional value Competing at the TMSAA State Track Championship provides student-athletes with an important real-world opportunity to apply the lessons of discipline, resilience, and goal-setting they have learned throughout the season.

Evaluation There will be a coaches meeting and reflections after the meet to discuss each athlete's takeaways from the season.

Fee Requested \$ 0.00 How Acquired? School Athletic Fund

Total # of Students 7 Total # of Staff 2 Total # of Chaperones 0 Nurse Required: No

Number of subs needed 0 Funding source for subs

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.

Other:

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

Handicap Accessible Bus Cost \$

Charter Bus (Board Approved) Cost \$

Cars List Driver(s) Parents are transporting their students individually. 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: Joshua Edens and Jamiela Southall

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 0

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

\*Projects students have undertaken to secure funds Hosted home track meets.

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

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

Teacher Name: Joshua Edens Date Submitted: 04/28/25 9:09 AM

Secretary Name & Approval: BRYAN FALLS Approved - Secretary 04/28/25

Principal's Name & Approval: GINGER FRADY Approved - Principal 04/28/25

Director Admin Name & Approval:

Director Name & Approval:

LC Super Admin Name & Approval: PAMELA KILGORE Approved - LC Assistant 05/07/25

LC Super Name & Approval: DAVID HARWOOD Approved - LC Superintendent 05/07/25

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

**From:** Mary Ellen Heuton, Chief Finance Officer  
Lindsay Cepero, Director of Procurement

**Date:** June 12, 2025

**Subject:** Bids/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

1. Attached for your approval are bids/contracts for the following:
  - A. Approve Professional Services Contract with Orange Grove Center, Inc.
  - B. Approve Bid 25-29 Sequoyah High School – Building A Reroofing
  - C. Award Bid 25-36, East Ridge Drainage Project
  - D. Ratify Award of Bid 25-37, Kitchen Equipment for School Nutrition Program FY25.
  - E. Award Bid 25-38, Inverter Scroll Heat Pump Chillers at Hixson HS, Ooltewah HS, Big Ridge, snow Hill, and Thrasher Elementaries.
  - F. Award Bid 25-40, Furnish and Install Fencing Materials and Supplies
  - G. Award Bid 25-41, Building Demolition of Old CSLA and Dawn Schools.
  - H. Award Bid 26-07, Medical First Aid Equipment and Services
  - I. Award Bid 26-13, Fire Equipment Inspection Services & Related Repairs.
  - J. Request for Approval of Architectural/Engineering & Design Service firms for 2025-2026 School Year
  - K. Recommend Approval of School Annual Publishers for 2025-2026 School year
  - L. Approve Renewal of Insurance Coverage from Tennessee Risk Management Trust.
  - M. Ratify Approval of Change Order to Bid 25-25, Athletic Projects: Turf, Track & Stadium Seating at Signal Mountain Middle High School, East Hamilton High School, and Ooltewah High School.
  - N. Approve Change Order to Bid 25-04 Amphitheatre East Hamilton High School
  
2. Recommend approval as presented.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

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

**From:** Dr. Neelie Parker, Chief of Opportunity and Access  
Dr. Sarah Evans, Coordinator of Strategic Projects and Policy

**Date:** June 12, 2025

**Subject:** Exceptional Education – Contract with Orange Grove Center, Inc

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

I respectfully request that you approve the attached professional services contract with Orange Grove Center, Inc. for the 2025-2026 school year for a contract expenditure of about \$800,000 to provide service for up to 17 students. This contract will be paid with Exceptional Education General Purpose funds. These funds are already budgeted, and no additional funds are requested.

Thank you for your consideration of this contract.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**HAMILTON COUNTY BOARD OF EDUCATION  
EXCEPTIONAL EDUCATION**

**CONTRACT FOR SPECIAL EDUCATION SERVICES**

This agreement made this \_\_\_\_ day of June, 2025 by and between the Hamilton County Department of Education (hereinafter known as **BOARD OF EDUCATION**) with its principal office at 3074 Claude Ramsey Parkway, and Orange Grove Center, Inc., (hereinafter known as **OGC**) with principal office at 615 Derby Street, both of Hamilton County, Tennessee, to be effective for the 2025-2026 school year.

**WITNESSETH**

WHEREAS, T.C.A. §49-10-107, T.C.A. §49-10-305 and T.C.A. §49-10-701 provide that school districts may enter into agreements with suitable public or private agencies having appropriate programs, capacity, and competence where necessary to provide appropriate special education services to students.

WHEREAS, **BOARD OF EDUCATION** in order to provide a proper comprehensive and well implemented Special Education Program, finds it desirable to acquire the services of another agency.

WHEREAS, **OGC** is an agency having appropriate programs, capacity and competence to provide Special Education services for children who are the responsibility of **BOARD OF EDUCATION**.

NOW, THEREFORE, **BOARD OF EDUCATION** and **OGC** for the consideration hereinafter names, agree as follows:

1. **OGC** agrees to be subject to and operate under the rules and regulations of the Tennessee Department of Education as a Category 1, non-public school.
2. **OGC** shall accept the responsibility for the educational training of students admitted into its program and assigned to it by the Board of Education Exceptional Education Department. **BOARD OF EDUCATION** will pay **OGC** a monthly fixed fee rate of **\$66,666.67** for up to 17 students during the 2025-2026 school year in accordance with student's Individual Education Plan (IEP). The 2025-2026 school year expected expenditure for servicing up to 17 students is then expected to be **\$800,000.00** to be paid in twelve (12) equal monthly increments during the 2025-2026 school year. Enrollment over the total student participation number will be paid at a per student per month fixed fee rate of **\$3,921.57**, herein after referred to as the Overage Student Fee, upon notification to and authorization by **BOARD OF EDUCATION**. It is understood and agreed by and between the parties that the **BOARD OF EDUCATION** is solely responsible for determining whether **OGC** is an appropriate placement for any particular **BOARD OF EDUCATION** student and **OGC** is responsible for thoroughly reviewing all referrals and approving students for admission into **OGC**. The **BOARD OF EDUCATION** students attending **OGC** will attend up to 204 school days. This includes 180 days of traditional school calendar year attendance and up to 24 full days of extended school year (ESY). The IEP team will determine the amount of extended school year (ESY) for each student, based on supporting data. The IEP team should meet regarding the extended school year (ESY) decision early enough in the spring of the school year to ensure that parents can meaningfully exercise their due process rights if they wish to challenge the ESY decision. The eligibility for an extended school year (ESY) must be made before the start of summer. The **BOARD OF EDUCATION** recommends the IEP team review the data to determine extended school year (ESY) needs by the end of the third nine weeks of the school year.
  - a. If a **BOARD OF EDUCATION** student attending **OGC** requires homebound educational services and **OGC** cannot provide these services, **BOARD OF EDUCATION** will provide the service. If a **BOARD OF EDUCATION** student is placed in a residential treatment facility by a physician, **BOARD OF EDUCATION** staff will monitor the implementation of the student's IEP.

Any homebound services provided by **OGC** must be provided in accordance with the student's approved IEP.

- b. Where the monthly HCDE student participation amount exceeds 17 students, **OGC** may charge the fixed fee rate as described in paragraph #2 for each additional student actively serviced by **OGC** in excess of 17 students each month where the student participation exceeds 17 students.
- c. Invoices may be submitted monthly to the HCS Account Payable department and shall indicate service month, student attendance, monthly per student rate and total amount due.
- d. Payment will be made on Net 30 terms from receipt of invoice.

HCS Account Payable Department  
3074 Claude Ramsey Parkway  
Chattanooga, TN 37421  
[DOE\\_AP@HCDE.Org](mailto:DOE_AP@HCDE.Org)

3. **OGC** in collaboration with **BOARD OF EDUCATION** shall be responsible for developing and implementing an individualized education program specifically designed to meet the unique needs of each child enrolled with the provision for all support materials and services necessary for their education. The education program for each child shall include:
  - a. A statement of the child's present levels of academic achievement and functional performance
  - b. A statement of measurable annual goals which describe the educational performance to be achieved by the end of the school year,
  - c. A statement of short-term instructional objectives,
  - d. A statement of specific educational related services needed by the child to access, participate, and progress,
  - e. The date when these services will begin and end, and length of time the services will be given,
  - f. A description of the extent to which the child will participate in regular education programs, if any.
  - g. A justification for the type of education placement
  - h. The persons responsible for the implementation of the individualized education program,
  - i. Objectives, criteria, evaluation procedures, and schedules for determining on at least an annual basis, whether the short-term instructional objectives are being achieved.
  - j. Progress reports shall be sent to the parents or guardians and the **BOARD OF EDUCATION** every 9 weeks. Attendance reports shall be submitted every 20 days to the **BOARD OF EDUCATION**.
  - k. The programs of the child shall not be changed or terminated without an IEP Team meeting composed of representatives of the **BOARD OF EDUCATION** and **OGC** which results in agreement regarding change or termination of the program.
4. The staff of the **BOARD OF EDUCATION** may inspect the **OGC's** facility and confer with **OGC's** staff to ensure compliance with the program. Inspections are to be at times reasonable to both parties.
5. **OGC** shall not discriminate against any applicant for employment because of race, color, religion, or national origin, and:
  - a. Shall take affirmative actions to ensure that applicants are employed, and employees are treated during employment without regard to their race, color, national origin, and
  - b. Shall in all solicitations or advertisements for employees' state that all qualified applicants will receive consideration for employment without regard to race, color, religion, or national origin.
  - c. **BOARD OF EDUCATION** and **OGC** ensures that the rights and privileges available to

children attending schools of **BOARD OF EDUCATION** shall be available to the children served by **OGC**, including due process procedures, protection in evaluation procedures, least restrictive environment, and confidentiality of information.

6. **OGC** shall:

- a. Require all applicants for employment and all current employees to supply a fingerprint sample and submit to criminal history records check to be conducted by the Tennessee Bureau of Investigation (TBI) and the Federal Bureau of Investigation (FBI) prior to permitting the person to have contact with children at **OGC**;
- b. Not allow an employee to come in direct contact with school children at **OGC** until the criminal history records check has been conducted; and
- c. Not allow an employee to come in direct contact with school children at **OGC** if the criminal history records check indicates that the employer or employee has been convicted of an offense that is classified as a sexual offense or the employee was convicted as a violent sexual offender as defined in Tenn. Code Ann. § 40-39-202.

7. **BOARD OF EDUCATION** will provide a school psychologist to coordinate initial and reevaluation assessments for the **BOARD OF EDUCATION** students attending **OGC**. The assessment team will be comprised of appropriate team members as outlined by the Tennessee Department of Education (TDOE), Division of Special Education and will include representatives from the **BOARD OF EDUCATION** and **OGC**. The assessment team will provide all information, including a written integrated report, to the IEP team.

As previously stated, the **BOARD OF EDUCATION** is solely responsible for determining if **OGC** is an appropriate placement for any particular **BOARD OF EDUCATION** student and **OGC** is responsible for thoroughly reviewing all referrals and approving students for admission into **OGC**. Students must be identified as having significant multiple needs and/or a diagnosis of Severe Intellectual Disability. **BOARD OF EDUCATION** students entering **OGC** must only meet the registration and health requirements established by **BOARD OF EDUCATION**.

8. **BOARD OF EDUCATION** and **OGC** shall jointly share in the development and monitoring of the IEP for each student. **BOARD OF EDUCATION** and **OGC** shall provide a representative to attend and participate in the IEP Team meetings. A draft IEP should be available for review at least three days prior to every IEP meeting. **BOARD OF EDUCATION** and **OGC** shall jointly share in the development and monitoring of the individualized education program (IEP) for each student. **BOARD OF EDUCATION** and **OGC** shall provide a representative to attend and participate in the IEP Team meetings. If either party cannot attend an IEP Team meeting, written communication of the meeting's outcomes will be provided to that party within three business days. A draft IEP should be available for review at least three days prior to every IEP meeting.
9. **OGC** shall notify **BOARD OF EDUCATION** immediately and not to exceed seven (7) days when it learns that a student is no longer a resident of a Hamilton County School zone area and when a student is no longer attending **OGC**. If a student's attendance reflects excessive absences (beyond two weeks), the IEP Team shall convene to address the need for a change of placement.
10. **BOARD OF EDUCATION**, working with **OGC**, shall develop an IEP designed to meet the unique needs of each student with provisions for all support materials and services necessary for his/her education. **OGC** will include in the IEP all related services as deemed necessary by the IEP Team members. Provisions for related services are as follows:
- a. Services needed for the student to benefit from the appropriate special education

program.

- b. Services needed to obtain a complete diagnostic profile necessary to determine the special education program and appropriate related services.
- c. **RELATED SERVICES: BOARD OF EDUCATION** recognizes that some students will need certain "Related Services" as determined by the IEP Team. Under the provision of this contract, **OGC's** services will include, but may not be limited to, the following Related Services:

- (1) Physical Therapy
- (2) Occupational Therapy
- (3) School Health Services and School Nurse Services, including 1:1 support as may be necessary for the student
- (4) Speech, Language and Communication Services
- (5) Transportation
- (6) Behavior Management Services
- (7) Vision and Audiology Services
- (8) Assistive Technology Services
- (9) Implementation of all IEP goals and objectives

11. All assessment information received by **OGC**, not conducted by the **BOARD OF EDUCATION**, shall include a release of information to the **BOARD OF EDUCATION** so that the **BOARD OF EDUCATION** has access to this assessment information. Any assessment reports conducted or received by **OGC** while this contract is in effect shall be forwarded to the **BOARD OF EDUCATION'S** Director of Exceptional Education. **OGC** shall complete all assessments necessary to determine student eligibility to include:

- a. Educational and diagnostic assessments
- b. Vision and hearing results
- c. Physical and/or occupational therapy evaluations
- d. Speech and language evaluations
- e. Augmentative communication evaluations
- f. Oral motor assessments
- g. Assistive technology evaluations
- h. Prevocational/vocational evaluations

12. Service Logs: **BOARD OF EDUCATION** and **OGC** agree that **OGC** shall complete and maintain monthly service log reports detailing daily Related Services provided to each student by a contracted provider and notice of any Related Services not provided because of a Provider's absence. Monthly service logs shall be completed on the **BOARD OF EDUCATION** provided template and shall be submitted by email to the **BOARD OF EDUCATION's** Executive Director of Exception Education by the 10<sup>th</sup> day of the following month.

13. Remote Services: **BOARD OF EDUCATION** and **OGC** agree that Related Services for students whose IEP necessitates this support, may be provided on a remote basis where the student's IEP Team agrees the student will receive the same benefit to the services provided remotely. Remote Related Services shall be provided by **OGC** or through an **OGC** qualified provider and associated fees shall be the responsibility of **OGC**.

14. Services Provided by **BOARD OF EDUCATION: BOARD OF EDUCATION** and **OGC** agree that where **OGC** is unable to provide required in-person Related Services, that **BOARD OF EDUCATION** will provide in person Related Services for students whose IEP necessitates this support and remote servicing was not appropriate. Related Services provided by **BOARD OF EDUCATION** shall be charged to **OGC** at a rate of **\$98** per hour and such charges shall be deducted from the monthly billing of **OGC** to

**BOARD OF EDUCATION.** When **OGC** can return to providing in-person Related Services, **OGC** shall coordinate the transition of such services back to **OGC**.

15. This agreement is contingent on the following:
  - a. **OGC's** program is appropriate in relation to the needs of the students to be enrolled.
  - b. The **OGC** facility shall make available a comprehensive educational program for up to seventeen (17) full day participation students, as stipulated in contract point #2.
  - c. The professionals designated to work with the students shall be approved, licensed, or certified by the appropriate agency or agencies of the State of Tennessee verifying that they are not presently under suspension or subject to other disciplinary action by the appropriate agency or agencies of the State of Tennessee.
  - d. **OGC** agrees to verify employment eligibility requirements for all contract employees according to the Department of Homeland Security and U.S. Citizenship and Immigration services.
  - e. **OGC** certifies that the staff of the facility has received training in the appropriate use of restraint and isolation as required by The Special Education Behavior Supports Act, TCA, Section 49-10- 1301, *et seq.*
  - f. **OGC** will report to the **BOARD OF EDUCATION** each instance of the use of restraint and isolation to comply with parental notification requirements of The Special Education Behavior Supports Act, TCA, Section 49-10-1301, *et seq.*
  
16. Termination. This agreement may be terminated by the **BOARD OF EDUCATION** or **OGC** for cause upon written notice given at least twenty (20) business days before the proposed effective date of such termination, if the cause of such termination has not been corrected to the satisfaction of the party terminating the agreement within such period of time. For these purposes, "cause" shall include, but not be limited to, the following:
  - a. Failure of **OGC** to comply with all applicable rules, regulations, and procedures (state, federal and local) pertinent to the performance of services for the System under this Agreement.
  - b. Failure of **OGC** to comply with any obligation under this Agreement.
  - c. Failure of **OGC** to provide proof of coverage under a valid policy of professional liability insurance, with all required endorsements, within thirty (30) days after the effective date of this Agreement.

In the event of such termination, **OGC** shall be entitled to receive compensation in accordance with the terms of this Agreement for services rendered up to the termination date.
  
17. A representative of the **BOARD OF EDUCATION** will monitor and inspect the **OGC** program and facility. Inspections are to be at a time and frequency reasonable to both parties.
  
18. In all matters pertaining to the records of the student maintained by **OGC**, **OGC** will comply with the Family Educational Rights and Privacy Act, 20 USC 1232(g) (FERPA) and the federal regulations applicable to FERPA at 34 C.F.R. Part 99 and with all state regulations relating to the privacy of such records. **OGC** may make such records available to authorized personnel of the **BOARD OF EDUCATION**, including special education department staff, teachers, and other professionals for educational planning and monitoring. **OGC** further agrees to notify the **BOARD OF EDUCATION** representative who referred the student for evaluation of the receipt of any subpoena or other legal process that seeks access to records of any student evaluated pursuant to this agreement. The **BOARD OF EDUCATION** will not release records pertaining to a student's evaluation received from **OGC** to any other party or agency unless the requesting entity complies with FERPA and the applicable regulations at 34 C.F.R. Part 99.

19. **OGC** agrees to assist, by attending the preparatory meetings and providing the necessary paperwork, prior to trial at no additional cost to the system, in any legal proceedings arising from alleged failure of the **BOARD OF EDUCATION** to comply with Federal and State Laws.
20. **OGC** agrees that the auditor for Hamilton County, the Hamilton County Department, the State Comptroller's Office, or those of any Department of the Federal Government, having appropriate jurisdiction to require access, shall have and be given access to any and all books, documents and recording contracts for the purpose of examination, excerpts and transcription.
21. Notwithstanding the above, **OGC** shall not be relieved of any liability to the **BOARD OF EDUCATION** for damages sustained by virtue of any breach of this contract.
22. **OGC** shall certify that all students referred will be served by certified and/or licensed teachers and therapists and no teacher or therapist not in good standing with his/her licensing/certifying agency will serve any students so referred.
23. Miscellaneous. This Agreement may be amended only by written amendment executed by the parties. This Agreement will be construed in accordance with the laws of the State of Tennessee. Nothing in this Agreement may be construed as restricting or prohibiting **OGC** from the development of its private professional practice.
24. **OGC** agrees to fully and completely comply with TCA 49-5-413 regarding background checks on persons in positions requiring proximity to school children.
25. **OCG** agrees to verify employment eligibility requirements for all **OGC** employees and **OGC** contract employees to the Department of Homeland Security and U.S. Citizenship and Immigration services.
26. **OGC** herein agrees to protect, defend, indemnify, and hold harmless the **BOARD OF EDUCATION**, as well as its agents and employees, against any and all claims, demands or causes of action asserting any injuries, losses or costs, including, but not limited to, court costs or attorneys' fees, arising out of or in any way related to the rendering of services pursuant to this Agreement or its relationship with the **BOARD OF EDUCATION**.
27. This contract is contingent upon the contractor providing proof of insurance with liability coverage and limits of \$1 million per occurrence and \$3 million aggregate to the Department of Education's Office of Risk Management.
28. The term of this agreement is from July 1, 2025 to June 30, 2026 for the 204 school days of service.

{REMAINDER OF PAGE INTENTIONALLY LEFT BLANK}



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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Director Maintenance and Operations

**Date:** June 12, 2025

**Subject:** Bids/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 25-29, Sequoyah High School -Building-A Reroofing to JDH Company, Inc. for new roof for building A, in the amount of \$1,586,467.00 Expenditures will be from budgeted 2024A Bind Funds.

On May 6, 2025, the Procurement Department advertised Invitation to Bid No. 25-29, Sequoyah High School Building-A Reroofing to obtain bids for new roofing on building A. Seven (7) vendors submitted bids. After review of the bid submissions, staff recommends awarding to the lowest responsive and responsible bidder JDH Company, Inc.

Attachment: Bid Tabulation

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>Bid Number:</b>	25-29		
<b>Bid Title:</b>	Sequoyah High School – Building A: Reroofing		
<b>Opening Date &amp; Time:</b>	June 4, 2025 @ 2:00PM		
BIDDER	Base Bid	Owner's Contingency Allowances	Project Total
Eskola, LLC	\$1,832,385.00	\$100,000	\$1,932,385.00
Foam -Crete, Inc. of Chattanooga	\$2,350,886.00	\$100,000	\$2,450,886.00
Genesis Roofing Co. Inc.	\$1,441,000.00	\$100,000	\$1,541,000.00
Henley Roofing Co.	\$1,680,000.00	\$100,000	\$1,780,000.00
JDH Company, Inc.	\$1,312,489.00	\$100,000	\$1,412,489.00
Tri-State Roofing Contractors LLC	\$1,537,969.00	\$100,000	\$1,637,969.00
Porter Roofing Contractors	\$1,878,292.00	\$100,000	\$1,987,292.00
<b>UNIT PRICES – JDH Company, Inc.</b>			
<i>NOTE: UNIT PRICES LISTED BELOW SHALL BE INCLUDED IN BASE BID.</i>			
Item	Description	Unit of Measure	Unit Price
A	Replace damaged/deteriorated cementitious wood fiber roof deck (3" Tectum) with new cementitious wood fiber roof deck. Provide unit price per SF and include 500 SF in Base Bid.	SF	\$20.00
B	Replace damaged/deteriorated wood blocking/nailers using 2x6 KDAT. Provide unit price per LF and include 400 LF in Base Bid.	LF	\$5.00
C	Re-soldering of roof drains to drain piping. Provide Unit price and include 10 units in Base Bid.	EACH	\$750.00
<b>ADD ALTERNATE – JDH Company, Inc.</b>			
Item	Description	Amount	
ALT 1	Remove existing clerestory window assemblies, sealant, shims, etc., and replace with storefront frame and glazing system as specified.	\$173,978.00	

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**FOR OFFICE USE ONLY****AWARD RECOMMENDED TO:**

JDH Company, Inc.

**FUNDED BY:**

2024A Bond Funds

**TERM OF AWARD:**

One Time Award; 210 Calendar Days to Complete

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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Director Maintenance and Operations

**Date:** June 12, 2025

**Subject:** Bids/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 25-36, East Ridge Drainage Project to Kane Industries LLC for drainage project, in the amount of \$389,568.20. Expenditures will be from budgeted 2024A Bond Funds.

On May 12, 2025, the Procurement Department advertised Invitation to Bid No. 25-36, East Ridge Drainage Project to obtain bids for drainage project. Three (3) vendors submitted bids. After review of the bid submissions, staff recommends awarding to the lowest responsive and responsible bidder, Kane Industries LLC.

Attachment: Bid Tabulation

**Opportunity 2030 Commitment Connection**

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- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**INVITATION TO BID  
OPENING TABULATION**

<b>Bid Number:</b>	25-36
<b>Bid Title:</b>	East Ridge Drainage Project
<b>Opening Date &amp; Time:</b>	May 29, 2025 & 2:00PM

BIDDER	BASE BID	GP ALLOWANCE	54" CMP DRAINAGE PIPE	UNDERCUTTING & SOIL REPLACEMENT	PROJECT TOTAL
Kane Industries	135,827.28	\$50,000	\$506 / 335 LF \$169,784.10	\$1,697.84 / 20 CY \$33,956.82	389,568.20
HL Construction	529,315.00	\$50,000	\$482 / 335 LF \$161,470.00	\$100 / 20 CY \$2,000.00	742,785.00
Cagle Development	418,900.00	\$50,000	\$976 / 335 LF \$326,960.00	\$72 / 20 CY \$1,400.00	468,900.00

FOR OFFICE USE ONLY	
<b>AWARD RECOMMENDED TO:</b>	Kane Industries LLC
<b>FUNDED BY:</b>	2024A Bond Funds
<b>TERM OF AWARD:</b>	One Time Award; 100 Calendar Days to Complete

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

**From:** Dr Robert Sharpe, Chief Operations Office  
Kristen Nauss, Director School Nutrition Department

**Date:** June 12, 2025

**Subject:** Kitchen Equipment for School Nutrition Program BID #25-37

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Bid No. 25-37 Kitchen Equipment for The School Nutrition Program FY25, to Douglas Equipment, Chef's Deal, Restaurant Equipment, Bresco, and Mobile Fixture to provide kitchen equipment at various school locations within the School Nutrition program for a one (1) time expense. The total cost for this project is \$418,363.26. Expenditures will be from the School Nutrition Program Funds as overseen by the School Nutrition department.

On April 4, 2025, the Procurement Department advertised Bid No. 25-37, Kitchen Equipment for The School Nutrition Program FY25 to obtain bids to provide a variety of kitchen equipment for use in various Hamilton County Schools. On May 2, 2025, eight (8) Bid submissions were received. Based on the evaluation criteria listed in the Bid and the selection committee's review, recommendation was made for award to the lowest cost vendors: Douglas Equipment, Chef's Deal, Restaurant Equipment, Bresco, and Mobile Fixture.

On May 02, 2025, an emergency/early Board Approval was initially granted to ensure HCS could be fully operational by August 01, 2025. Requesting through this action for Board ratification of emergency approval.

Attachment:

- May 2, 2025, Request for Emergency/Early Approval

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

HAMILTON COUNTY SCHOOLS  
 BID FILE #25-37  
 KITCHEN EQUIPMENT FY25

**TABSHEET**

			Bresco	Douglas Equipment	Federal Supply	Chef's Deal	Trimark	Singer	Mobile Fixture
<b>CATEGORY # 1 With installation</b>									
Item	Qty	Description	Total Price Installed	Total Price Installed	Total Price Installed	Total Price Installed	Total Price Installed	Total Price Installed	Total Price Installed
1	2	Double stacked Combination Oven/Steamer Electric ICP 6-FULL E Rational 208/240V or Pre-Approved Equal.	80,927.00	78,436.76	90,202.98	80,201.30	82,520.90	86,256.93	82,480.32
2	1	Double stacked Combination Oven/Steamer Electric ICP 6-FULL E Rational 480V or Pre-Approved Equal.	39,927.00	38,999.40	44,858.49	39,881.73	41,033.32	42,106.62	41,317.04
3		Chemicals for Rational Combi or Pre-Approved Equal.	11,739.00	10,436.44	14,360.20	10,447.04	11,996.15	9,626.44	11,093.36
<b>Total for Items 1,2 and 3</b>			132,593.00	127,872.60	149,421.67	130,530.07	135,550.37	137,989.99	134,890.72
4	3	Double stacked Combination Oven/Steamer Alto Shaam 7-20G PRO over 7-20G PRO Natural Gas or Pre-Approved Equal.	172,949.00	165,029.01	158,269.05	136,381.62	67,370.02	151,594.72	144,897.48
5	1	CL-76 BAS Hobart Dish Machine or Pre-Approved Equal.	83,987.00	91,689.93	108,439.77	90,907.66	92,051.81	92,763.49	91,157.81
<b>CATEGORY # 2 Without installation</b>									
Item	Qty	Description	Total Price (including delivery)/ no installation required	Total Price (including delivery)/ no installation required	Total Price (including delivery)/ no installation required	Total Price (including delivery)/ no installation required	Total Price (including delivery)/ no installation required	Total Price (including delivery)/ no installation required	Total Price (including delivery)/ no installation required
6	3	Reach-In Refrigerator 2-Section TRUE STR2R-2S-HC or Pre-Approved Equal.	22,320.00	22,425.51	27,798.81	22,653.57	26,231.37	27,576.04	24,921.93
7	3	Reach-In Freezer 2-Section TRUE STR2F-HC or Pre-Approved Equal.	26,397.00	26,521.59	32,876.25	29,936.88	32,491.26	34,399.32	29,473.95
8	2	Beverage Air ST49HC-W Milk Cooler Top & Side Access or Pre-Approved Equal.	6,136.00	5,522.30	7,504.82	6,078.96	6,416.68	6,927.50	6,454.00
9	2	Beverage Air ST58HC-W Milk Cooler Top & Side Access or Pre-Approved Equal.	6,622.00	5,986.22	8,135.52	6,589.68	6,955.76	7,509.69	6,996.20
10	3	Hoshizaki KML-325MAJ 30" Crescent Cube Ice Machine Head or Pre-Approved Equal.	12,000.00	10,234.05	11,286.57	3,082.48	9,734.19	10,610.27	9,896.52

on item # 10 bidder showing the price per one unit.

this is by line item and the bidder submitted one price for delivery for all items from 6-10 Item # 4, bidder bid on a single combi oven.

RECOMMENDED VENDOR IN GREEN FROM SCHOOL NUTRITION FUNDS \$ 418,363.26



3074 Claude Ramsey Parkway  
Chattanooga, TN 37421

**REQUEST FOR EMERGENCY/EARLY APPROVAL**

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

**From:** Dr. Robert Sharp, Chief Operations Office  
Tim Shetter, Assitant Director School Nutrition Department

**Date:** May 2, 2025

**Subject:** Emergency/ Early Approval for Bid File # 25-37 Kitchen Equipment FY 25 for the School Nutrition Program

The School Nutrition Program is requesting an early approval for the bid file # 25-37 Kitchen Equipment for the School Nutrition Program to be able to use funds from FY25.

We propose **the following vendors** for these awards:

- Item # 1, 2, 3, 8 and 9 Douglas Equipment
- Item # 4 Chef’s Deal Restaurant Equipment
- Item # 5, 6 and 7 BRESCO
- Item # 10 Mobile Fixture

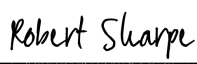
They have met all the required specifications and is well-equipped to meet our needs.

The cost for this project is \$**418,363.26** which includes several pieces of kitchen equipment for various schools replacing broken and obsolete equipment that cannot be repaired anymore.

This investment will modernize our operations, improve efficiency, and ensure better resource management for the program.

We respectfully request your approval in this impactful initiative, so we can proceed with the completion of our requirements for our purchase order and be fully operational by June 30, 2025.

Signed by:  
  
 \_\_\_\_\_  
 Mr. Tim Shetter  
 SN ASSISTANT DIRECTOR

Signed by:  
  
 \_\_\_\_\_  
 Dr. Robert Sharpe  
 CHIEF OPERATION OFFICER

Approved:



3074 Claude Ramsey Parkway  
Chattanooga, TN 37421

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REQUEST FOR EMERGENCY/EARLY APPROVAL

Signed by:

*Justin Robertson*

4D76312655B6468...  
Dr. Justin Robertson  
SUPERINTENDENT

Signed by:

*Mr. Joe Smith*

A11684E245B840D...  
Mr. Joe Smith  
BOARD CHAIRMAN

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Director Maintenance and Operations

**Date:** June 12, 2025

**Subject:** Bid/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 25-38, Inverter Scroll Heat Pump Chillers at Hixson HS, Ooltewah HS, Big Ridge, Snow Hill, and Thrasher Elementaries to Hobbs & Associates, Inc. for inverter scroll heat pump chillers, in the amount of \$861,000. Expenditures will be from budgeted 2024A Bond Funds.

On April 22, 2025, the Procurement Department advertised Invitation to Bid No. 25-38, Inverter Scroll Heat Pump Chillers at Hixson HS, Ooltewah HS, Big Ridge, Snow Hill, and Thrasher Elementaries to obtain bids for inverter scroll heat pump chillers. One (1) vendor submitted a bid. After review of the bid submission, staff recommends awarding to the lowest responsive and responsible bidder, Hobbs & Associates, Inc.

**Opportunity 2030 Commitment Connection**

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- Every Community Served

**INVITATION TO BID  
OPENING TABULATION**

<b>Bid Number:</b>	25-38
<b>Bid Title:</b>	Inverter Scroll Heat Pump Chillers at Hixson and OHS, Snow Hill, Big Ridge, Thrasher Elementaries
<b>Opening Date &amp; Time:</b>	May 9, 2025 & 2:00PM

BIDDER	Hixson HS	OHS	Snow Hill	Big Ridge	Thrasher	Total
Hobbs & Associates Inc.	\$130,000	\$150,000	\$135,000	\$223,000	\$223,000	\$861,000
<b>FOR OFFICE USE ONLY</b>						
<b>AWARD RECOMMENDED TO:</b>	Hobbs & Associates Inc.					
<b>FUNDED BY:</b>	2024A Bond Funds					
<b>TERM OF AWARD:</b>	One Time Award: 365 Calendar Days to Complete					

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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Maintenance Director

**Date:** June 12, 2025

**Subject:** Bids/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 25-40, Furnish and Install Fencing Materials and Supplies to QFC, LLC for furnish and install fencing materials and supplies on an as needed basis for an initial term of two (2) year with the option to renew for two (2) year. Expenditures will be from various District department budgets such as General-Purpose funds and utilized where and as approved in the departments' annual adopted budget.

On April 15, 2025, the Procurement Department advertised Invitation to Bid No 25-40, Furnish and Install Fencing Materials and Supplies to obtain bids for furnish and install fencing materials and supplies. One (1) vendor submitted bids. After review of the bid submissions, staff recommends awarding to the lowest responsive and responsible bidder, QFC, LLC.

Attachment: Bid Tabulation

**Opportunity 2030 Commitment Connection**

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- Every Employee Valued
- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>Bid Number:</b>	25-40
<b>Bid Title:</b>	Furnish & Install Fencing Materials & Supplies
<b>Opening Date &amp; Time:</b>	May 15, 2025 @ 1:30pm

### SPECIFICATIONS & PRICING FOR FENCING UNIT COST BID 96 INCH HEIGHT SS 40 FRAMEWORK

	<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 96 inch:	LF	\$57.00
Terminal Posts complete with fittings.	ea	\$525.00
Corner Posts, complete with fittings.	ea	\$525.00
Gates, complete with all required fittings: 3 foot	ea	\$350.00
Gates, complete with all required fittings: 4 foot	ea	\$400.00
Gates, complete with all required fittings: 6 foot	ea	\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening	\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening	\$1,000.00

### SPECIFICATIONS & PRICING FOR VINYL COATED FENCING UNIT COST BID 96 INCH HEIGHT SS 40 FRAMEWORK

	<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 96 inch.	LF	\$74.00
Terminal Posts complete with fittings.	ea	\$680.00
Corner Posts, complete with fittings.	ea	\$680.00
Gates, complete with all required fittings: 3 foot	ea	\$455.00
Gates, complete with all required fittings: 4 foot	ea	\$520.00
Gates, complete with all required fittings: 6 foot	ea	\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening	\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening	\$1,300.00

**SPECIFICATIONS & PRICING FOR FENCING  
UNIT COST BID 72 INCH HEIGHT SS 40 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 72 inch.	LF		\$41.00
Terminal Posts complete with fittings.	ea		\$525.00
Corner Posts, complete with fittings.	ea		\$525.00
Gates, complete with all required fittings: 3 foot	ea		\$350.00
Gates, complete with all required fittings: 4 foot	ea		\$400.00
Gates, complete with all required fittings: 6 foot	ea		\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,000.00

**SPECIFICATIONS & PRICING FOR VINYL COATED FENCING  
UNIT COST BID 72 INCH HEIGHT SS 40 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 72 inch.	LF		\$54.00
Terminal Posts complete with fittings.	ea		\$680.00
Corner Posts, complete with fittings.	ea		\$680.00
Gates, complete with all required fittings: 3 foot	ea		\$455.00
Gates, complete with all required fittings: 4 foot	ea		\$520.00
Gates, complete with all required fittings: 6 foot	ea		\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,300.00

**SPECIFICATIONS & PRICING FOR FENCING  
UNIT COST BID 72 INCH HEIGHT SS 20 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 72 inch	LF		\$38.00
Terminal Posts complete with fittings.	Ea		\$525.00
Corner Posts, complete with fittings.	Ea		\$525.00
Gates, complete with all required fittings: 3 foot	ea		\$350.00
Gates, complete with all required fittings: 4 foot	ea		\$400.00
Gates, complete with all required fittings: 6 foot	ea		\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,000.00

**SPECIFICATIONS & PRICING FOR VINYL COATED FENCING  
UNIT COST BID 72 INCH HEIGHT SS 20 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 72 inch	LF		\$49.00
Terminal Posts complete with fittings.	Ea		\$680.00
Corner Posts, complete with fittings.	Ea		\$680.00
Gates, complete with all required fittings: 3 foot	ea		\$455.00
Gates, complete with all required fittings: 4 foot	ea		\$520.00
Gates, complete with all required fittings: 6 foot	ea		\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,300.00

**SPECIFICATIONS & PRICING FOR FENCING  
UNIT COST BID 60 INCH HEIGHT SS 40 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 60 inch.	LF		\$32.00
Terminal Posts complete with fittings.	ea		\$525.00
Corner Posts, complete with fittings.	ea		\$525.00
Gates, complete with all required fittings: 3 foot	ea		\$350.00
Gates, complete with all required fittings: 4 foot	ea		\$400.00
Gates, complete with all required fittings: 6 foot	ea		\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,000.00

**SPECIFICATIONS & PRICING FOR VINYL COATED FENCING  
UNIT COST BID 60 INCH HEIGHT SS 40 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 60 inch.	LF		\$42.00
Terminal Posts complete with fittings.	ea		\$680.00
Corner Posts, complete with fittings.	ea		\$680.00
Gates, complete with all required fittings: 3 foot	ea		\$455.00
Gates, complete with all required fittings: 4 foot	ea		\$520.00
Gates, complete with all required fittings: 6 foot	ea		\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,300.00

**SPECIFICATIONS & PRICING FOR FENCING  
UNIT COST BID 60 INCH HEIGHT SS 20 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 60 inch.	LF		\$25.00
Terminal Posts complete with fittings.	ea		\$525.00
Corner Posts, complete with fittings.	ea		\$525.00
Gates, complete with all required fittings: 3 foot	ea		\$350.00
Gates, complete with all required fittings: 4 foot	ea		\$400.00
Gates, complete with all required fittings: 6 foot	ea		\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,000.00

**SPECIFICATIONS & PRICING FOR VINYL COATED FENCING  
UNIT COST BID 60 INCH HEIGHT SS 20 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 60 inch.	LF		\$33.00
Terminal Posts complete with fittings.	ea		\$680.00
Corner Posts, complete with fittings.	ea		\$680.00
Gates, complete with all required fittings: 3 foot	ea		\$455.00
Gates, complete with all required fittings: 4 foot	ea		\$520.00
Gates, complete with all required fittings: 6 foot	ea		\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,300.00

**SPECIFICATIONS & PRICING FOR FENCING  
UNIT COST BID 48 INCH HEIGHT SS 40 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 48 inch.	LF		\$29.00
Terminal Posts complete with fittings.	ea		\$525.00
Corner Posts, complete with fittings.	ea		\$525.00
Gates, complete with all required fittings: 3 foot	ea		\$350.00
Gates, complete with all required fittings: 4 foot	ea		\$400.00
Gates, complete with all required fittings: 6 foot	ea		\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,000.00

**SPECIFICATIONS & PRICING FOR VINYL COATED FENCING  
UNIT COST BID 48 INCH HEIGHT SS 40 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, inch.	LF		\$38.00
Terminal Posts complete with fittings.	ea		\$680.00
Corner Posts, complete with fittings.	ea		\$680.00
Gates, complete with all required fittings: 3 foot	ea		\$455.00
Gates, complete with all required fittings: 4 foot	ea		\$520.00
Gates, complete with all required fittings: 6 foot	ea		\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,300.00

**SPECIFICATIONS & PRICING FOR FENCING  
UNIT COST BID 48 INCH HEIGHT SS 20 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 48 inch.	LF		\$21.00
Terminal Posts complete with fittings.	ea		\$525.00
Corner Posts, complete with fittings.	ea		\$525.00
Gates, complete with all required fittings: 3 foot	ea		\$350.00
Gates, complete with all required fittings: 4 foot	ea		\$400.00
Gates, complete with all required fittings: 6 foot	ea		\$ 500.00
Gates, complete with all required fittings: 10 foot opening, double gate	Per opening		\$900.00
Gates, complete with all required fittings: 12 foot opening, double gate	Per opening		\$1,000.00

**SPECIFICATIONS & PRICING FOR VINYL COATED FENCING  
UNIT COST BID 48 INCH HEIGHT SS 20 FRAMEWORK**

		<b>Bidder Name:</b>	QFC, LLC
Fabric, complete with line posts, top rail, braces and all required fittings, 48 inch.	LF		\$27.00
Terminal Posts complete with fittings.	ea		\$680.00
Corner Posts, complete with fittings.	ea		\$680.00
Gates, complete with all required fittings: 3 foot	ea		\$455.00
Gates, complete with all required fittings: 4 foot	ea		\$520.00
Gates, complete with all required fittings: 6 foot	ea		\$ 650.00
Gates, complete with all required fittings: 10 foot opening, double gate	ea		\$1,170.00
Gates, complete with all required fittings: 12 foot opening, double gate	ea		\$1,300.00

**SPECIFICATIONS & PRICING FOR BARBED WIRE  
UNIT COST BID PER LINEAL FOOT**

		<b>Bidder Name:</b>	QFC, LLC
Barbed Wire: 12.5 gauge with 4 points on 5" spacing Installation of Barbed Wire (Minimum of 3 Strands)	LF		\$10.00

**SPECIFICATIONS & PRICING FOR  
COUNTER-WEIGHTED ROLL GATES**

		<b>BIDDER NAME:</b>	QFC, LLC
20 foot opening	ea		\$3,750.00
24 foot opening	ea		\$4,500.00
28 foot opening	ea		\$5,570.00
32 foot opening	ea		\$7,100.00
36 foot opening	ea		\$7,920.00

**SPECIFICATIONS & PRICING FOR  
REMOVAL AND DISPOSAL**

		<b>Bidder Name:</b>	QFC, LLC
Unit cost for removal and disposal	LF		\$7.50

**FOR OFFICE USE ONLY**

<b>AWARD RECOMMENDED TO:</b>	QFC, LLC
<b>FUNDED BY:</b>	Various Department Budgets: Maintenance, Capital, Grant, and School Budgets
<b>TERM OF AWARD:</b>	Contract Period will be for one (1) two-year (2) period with a renewal term or terms not to exceed two (2) years. Total contract period not to exceed four (4) years.

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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Maintenance Director

**Date:** June 12, 2025

**Subject:** Bid/Contracts

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 25-41, Building Demolition of Old CSLA & Dawn Schools to Complete Demolition Services for a one (1) time expense of \$322,000 with 120-day project completion timeline. Expenditures will be from the 2024A bonds.

On May 27, 2025, the Procurement Department advertised Bid No. 25-41, Building Demolition of Old CSLA & Dawn Schools to obtain proposals for the demolition of the old CSLA and Dawn school buildings. Six vendors submitted bid responses. After reviewing the bid submissions, staff recommends awarding to the lowest responsive and responsible bidder, Complete Demolition Services LLC.

Attachments: Bid Tabulation

**Opportunity 2030 Commitment Connection**

- Every Student Learns
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- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>Bid Number:</b>	25-41
<b>Bid Title:</b>	Demolition of Old CSLA & Dawn Schools - Rebid
<b>Opening Date &amp; Time:</b>	June 5, 2025 @ 10:00 am

BIDDER	CSLA	Dawn	Allowance	Total
Complete Demolition Services, LLC	\$176,000	\$121,000	\$25,000	\$322,000
John Paul Green Building Contractors	\$179,000	\$134,000	\$25,000	\$338,000
Total Demolition Service	\$276,350	\$146,850	\$25,000	\$448,200
TOA LLC	\$204,000	\$145,000	\$25,000	\$374,000
Environmental Abatement Inc.	\$304,000	\$229,000	\$25,000	\$558,000
Demolition Environmental Companies	\$527,027	\$421,032	\$25,000	\$948,590

FOR OFFICE USE ONLY	
<b>AWARD RECOMMENDED TO:</b>	Complete Demolition Services, LLC
<b>FUNDED BY:</b>	2024A Bond
<b>TERM OF AWARD:</b>	One Time Expense of \$322,00 with 120 days to Completion

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

**From:** Mary Ellen Heuton, Chief Financial Officer  
Lindsay Cepero, Procurement Director

**Date:** June 12, 2025

**Subject:** Bids/Contractcs

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. 26-07, Medical First Aid Equipment & Services to the listed vendors below for medical first aid equipment, supplies and services on an as needed basis for an initial term of one (1) year with the option to renew for one (1) year. Expenditures will be from various District department budgets such as General-Purpose funds and utilized where and as approved in the departments' annual adopted budget.

On April 21, 2025, the Procurement Department advertised Invitation to Bid No 26-07, Medical First Aid Equipment & Services to obtain bids for medical first aid equipment, supplies and services. Eight (8) vendors submitted bids. After review of the bid submissions, staff recommends awarding to all eight (8) responsive and responsible bidders.

Recommend Vendors:

- Alert Services Inc.
- BSN Sports LLC
- GMEC Enterprises
- Quill
- School Nurse Supply
- School Health Corp
- Unipak Corp
- We R CPR

Attachment: Bid Tabulation

**Opportunity 2030 Commitment Connection**

- Every Student Learns
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- Every Employee Valued
- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>Bid Number:</b>	26-07
<b>Bid Title:</b>	Medical First Aid Equipment & Services
<b>Opening Date &amp; Time:</b>	May 15, 2025 @ 3:00PM

Bidder	Discount	Required Minimum Purchase (after discount) for Equipment, Goods, & Supplies	BLS Class (per student)	CPR Class (per student)	First Aid Class (per student)	Discount off other Training Classes Available
Alert Services Inc.	20%					
BSN Sports LLC	10%	\$50				
GMEC Enterprises	10%	\$200	\$60	\$55	\$35	10%
Quill	10%					
School Nurse Supply	10%	Free shipping on orders over \$99				
School Health Corp	13%	\$125 MINIMUM ORDER FOR FREE SHIPPING, \$12.95 UNDER \$125.				
Unipak Corp	21%					
We R CPR	3%	NO MINIMUM	\$60	\$50	\$45	3%

### FOR OFFICE USE ONLY

<b>AWARD RECOMMENDED TO:</b>	All vendors
<b>FUNDED BY:</b>	Variuos Departments Budgets: Operating, Grants, and School Budgets
<b>TERM OF AWARD:</b>	Initial Contract: July 1, 2025 to June 30, 2026 with option to renew one year.

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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Director Maintenance and Operations

**Date:** June 12, 2025

**Subject:** Fire Equipment Inspection Services & Related Repairs

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Award Invitation to Bid No. Bid26-13, Fire Equipment Inspection Services & Related Repairs to Pye Barker and Double D Piping for fire equipment inspection services and related repairs on an as needed basis for an initial term of two (2) years with the option to renew for two (2) years. Expenditures will be from budgeted from the Maintenance Departments General Purpose funds and utilized where and as approved in the departments' annual adopted budget.

On May 1, 2025, the Procurement Department advertised Invitation to Bid No. 26-13, Fire Equipment Inspection Services & Related Repairs to obtain bids for fire equipment inspection services and related repairs. Five (5) vendors submitted bids. After review of the bid submissions, staff recommends awarding to the lowest responsive and responsible bidder, Pye Barker and Double D Piping.

Attachments: Bid Tabulation

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## INVITATION TO BID OPENING TABULATION

<b>Bid Number:</b>	26-13
<b>Bid Title:</b>	Fire Equipment Inspection Services & Related Repairs
<b>Opening Date &amp; Time:</b>	May 21, 2025 @ 2:00PM

BIDDER	Wet Sprinkler System Inspection	Dry Sprinkler System Inspection	Backflow Device Inspection	Floor Devices Inspection	Valve Inspection	5-year Internal Inspection of Sprinkler System	Journeyman	Helper	Material Markup
Chattanooga Fire Protection	\$175.00	\$225.00	\$50.00	\$100.00	\$25.00	\$550.00	\$70.00	\$30.00	10%
Double D Piping	\$125.00	\$133.25	\$50.00	Included	Included	\$520.00	\$95.00	\$75.00	8%
Johnson Controls	\$175.00	\$250.00	\$100.00	\$100.00	\$100.00	\$1,000.00	\$150.00	\$150.00	10%
Pye Barker	\$125.00	\$135.00	\$65.00	\$40.00	\$40.00	\$500.00	\$95.00	\$65.00	10%
Servant Fire	\$135.00	\$175.00	\$37.50	\$25.00	\$50.00	\$400.00	\$95.00	\$90.00	10%

### FOR OFFICE USE ONLY

<b>AWARD RECOMMENDED TO:</b>	Pye Barker and Double D Piping
<b>FUNDED BY:</b>	Maintenance Department
<b>TERM OF AWARD:</b>	A two (2) year contract with an option to renew for two (2) additional years.

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

**From:** Dr. Robert Sharpe, Chief Operating Officer  
Justin Witt, Maintenance Director

**Date:** June 12, 2025

**Subject:** Architectural/Engineering & Design Firms

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

I respectfully request that you approve the attached list of Architectural, Engineering and Design firms for use on Hamilton County Department of Education projects on an “as-needed” basis for the 2025-2026 school year.

These services are classified as “Professional Services” and as such do not require bidding or other forms of procurement solicitation. This list of firms is presented annually to the School Board with updates as may be necessary.

Thank you for your consideration of this contract.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**This is a list of engineering firms proposed for 2025/2026. The list may be expanded as needed.**

SBI Engineers 325 Cherokee Blvd. Chattanooga, TN 37405	A D Engineering Services 651 East 4th Street, Ste. 407 Chattanooga, TN 37403	MBI Architects 651 E. Fourth St, Ste 500 Chattanooga, TN 37403
Campbell & Associates, Inc Attn: Matt Williams 651. E. Fourth St. Chattanooga, TN 37403	DH&W Attn: Andrew Haulser 1001 Carter Street Chattanooga, TN 37402	Asa Engineering & Consulting 109 East MLK Blvd Volunteer Building Chattanooga, TN 37402
Aquaterra Engineering 4521 Bonny Oaks Drive Chattanooga, TN 37416	Bennett & Pless Inc 1301 Riverfront Parkway, Ste 104 Chattanooga, TN 37402	Moreland Altobelli Associates, Inc 5959 Shallowford Rd., Ste 2113 Chattanooga, TN 37421
March Adams & Associates Inc. Attn: Jeff Westbrook 310 Dodds Ave Chattanooga, TN 37404	SCH Engineering Attn: Stephen Horne 1407 Prater Rd. Chattanooga, TN 37412	Franklin Architects 142 N. Market Street PO Box 4048 Chattanooga, TN 37405
Townsend Engineering Attn: Terry Townsend 5611 Ringgold Road, Ste 200 East Ridge, TN 37412	Roof Design & Consulting Services Inc. Attn: Sid Hankins 300 N. Forest Park Blvd, Ste 101 Knoxville, TN 37919	SBI Engineers Jason McGlohan, P.E. - Struct. Eng. 325 Cherokee Blvd. Chattanooga, TN 37405
Thompson Engineering 630 Chestnut St. Chattanooga, TN 37402	S & ME Engineering 4291 Highway 58, Ste 101 Chattanooga, TN 37416	Betts Engineering 2800 South Market St Chattanooga, TN 37410
Barge Design Solutions, Inc. 1110 Market St, Ste 200 Chattanooga, TN 37402	K. S. Ware and Associates LLC 54 Lindsley Ave Nashville, TN 37210-2039	Donald L. Tindell 6257 East Brainerd Rd. Chattanooga, TN 37421
Hopkins Surveying Group LLC 175 Hamm Rd Chattanooga, TN 37405	UES (formally GeoServices) 6607 Mountain View Rd, Suite 139 Chattanooga, TN 37363	Cornerstone Surveying 7023 Snow Hill Road Ooltewah, TN 37363
Terracon Engineering 51 Lost Mound Drive, Ste 135 Chattanooga, TN 37406	Arcadis U. S. Inc. 1210 Permier Dr., Ste 200 Chattanooga, TN 37421	Marion Environmental Inc. 115 Parmenas Ln Chattanooga, TN 37405
Volkert Inc 1428 Chestnut St., Ste 110 Chattanooga, TN 37402 423-842-3335	R.Clay, Inc. Jeff Clay, P.E. - Elect 1505 E. 27th Street Chattanooga, TN 37404	Helton and Associates, Inc 3769 Old Knoxville Hwy. Rockford, TN 37853 865-970-3932
Environmental & Civil Engineering Svcs. 702 Old Jamestown Highway Crossville, TN 38555 931-484-9321	Ed Blake Company P.O. Box 4277 240 Forrest Ave., Suite 601 Chattanooga, TN 37405	Excel Energy Group #4 Longwood Road Little Rock, Arkansas 72223 501-821-8840
PDM Engineering Associates Mack McCarley, Ric Gibbs 9410 Cathowken Drive Chattanooga, TN 37421 Phone: 423-899-5662	Elder Consulting Garrison Elder, P.E. - MEP 316 High Street, Unit 15 Chattanooga, TN 37403 Phone: 423-309-1377	Chattanooga Engineering Group Rocky Chambers, P.E. - Civil Eng. 400 W Main Street, Suite 130 Chattanooga, TN 37408 Phone: 423-600-9110
Matthew Twitchell, AIA, LEED AP MTa Architecture & Planning 200 W M.L.K. Blvd Suite 200a Chattanooga, TN 37402 Phone: 423-464-7175	Mario G. Forte, P.S. Beginning Point Surveys, Inc. 101 Tuxedo Circle Chattanooga, TN 37411 Phone:	Jan C. Pass, PE Stantec 1110 Market Street, Suite 214A Chattanooga, TN 37402-2863 Phone: 423-800-5350, x1450

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

**From:** Mary Ellen Heuton, Chief Financial Officer  
Lindsay Cepero, Procurement Director

**Date:** June 12, 2025

**Subject:** Approval of School Annual Publishers for 2025-2026 School Year

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Approve a recommended list of School Publishers for annuals issued by the schools. School personnel have requested approval of school annual publishers. Annuals are funded by advertisement sales, community contributions, and souvenir book sales directly to students and other interested parties. No funds are needed or requested.

Outlined are current publishers supplying annuals to schools within the District. Research indicates publishers are cost competitive and are responsive to the needs of the schools they serve. The schools have established good working relationships with the various school annual publishers and are satisfied with both the product produced and the service offered. Therefore, it is recommended the below listed vendors be approved to publish annuals for schools with the District.

- Herff-Jones Publishing Company
- Josten's Publishing Company
- Life Touch Publishing Company/Lifetouch National School Studios, Inc.
- Memory Book Company
- Taylor Publishing Company dba Balfour
- Tree Ring Yearbook Company
- Walsworth Publishing Company
- Yearbooklife dba PlattsCo. Inc.

We recommend the Board of Education approve the above listed vendors to publish school annuals for school year 2025-2026.

Attachments: None

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

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

**From:** Mary Ellen Heuton, Chief Financial Officer  
Lindsay Cepero, Procurement Director

**Date:** June 12, 2025

**Subject:** Approve Renewal of Insurance Cover from Tennessee Risk Management Trust

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Approve renewal of insurance coverage from Tennessee Risk Management Trust for the District's property, casualty, cyber, liability and similar insurance coverage. The renewal has an estimated fiscal year 2026 expense of approximately \$4,998,628 which incorporates the expected 2% early postmark discount. Expenditures will be from budgeted Internal Service Funds as approved within the Department's annual adopted budget.

Coverage is effective July 1, 2025 for a twelve-month period. Tennessee Risk Management Trust has serviced HCS for many years with great satisfaction and is an authorized insurance pool for local education agency use. Approval will ensure that the District remains insured with coverage necessary to support District operations, infrastructure, and activities.

Attachments: Risk Management Estimated Cost Summary Invoice

**Opportunity 2030 Commitment Connection**

- Every Student Learns
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- Every Employee Valued
- Every Community Served



Invoice Number  
BOE

## INVOICE

Insured Name: Hamilton County School System

Contact: Mr. Randy Poland  
Risk Consultant

Address: 3074 Hickory Valley Road  
Chattanooga, TN 37421

Effective Date | 7/1/2025 – 7/1/2026

Policy Number | TNRMT

### Property & Casualty Program

Final Premium	\$5,100,641
2% Early Pay Discount*	\$4,998,628

### Workers' Compensation Program

Final Premium	
2% Early Pay Discount*	

### Combined Program Costs

Final Program Cost**	\$5,100,641
2% Early Pay	\$4,998,628

Please make check payable to TNRMT and return to:  
Tennessee Risk Management Trust  
101 Tamaras Way  
Hendersonville, TN 37075

\* Payment must be postmarked on or before July 10<sup>th</sup> in order to receive 2% discount

\*\* No penalty or discount if postmarked between July 11<sup>th</sup> and July 31<sup>st</sup>. 2% penalty per month applies after July 31<sup>st</sup>.

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

**From:** Dr. Robert Sharpe, Chief Operations Officer  
Justin Witt, Maintenance & Facilities Director

**Date:** June 12, 2025

**Subject:** Ratify Emergency Approval of Change Order to Bid 25-25 Athletic Projects: Turf, Track & Stadium Seating at Signal Mountain Middle High School, East Hamilton High School, and Ooltewah High School

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

---

Ratify the emergency approval of the Change Order dated May 30, 2025 for Bid 25-25 Athletic Projects: Turf, Track & Stadium Seating at Signal Mountain Middle High School, East Hamilton High School, and Ooltewah High School in the amount of \$160,125.00 with AstroTurf Corporation.

On April 17, 2025, the Board approved award of Bid 25-25 to AstroTurf Construction Corporation for the furnishment and installation of turf, track and stadium seating at various school locations for a total contract award amount of \$5,056,129.00 and funded from the 2024A Bond Funds. While prepping the subgrade for the East Hamilton High School turf, HCS encountered unsuitable soils across the majority of the field. Following discussions with the project contractor and engineer, the recommendation for solution is cement treated base in order to stabilize the soil. Due to the urgency of the situation and to expedite the work to maintain the current project schedule, Emergency/Early Approval was sought and received through the Executive Committee of the Board on May 30, 2025. Board ratification is required to complete this request.

Attachments:

- May 30, 2025, Request for Emergency/Early Approval
- Change Order Proposal by AstroTurf Corporation

**Opportunity 2030 Commitment Connection**

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- Every Community Served



# MEMO

## Request for Emergency/Early Approval


To: Executive Committee of the Board  
From: Justin Witt  
Date: May 30, 2025  
Subject: East Hamilton High Turf Field-Soil Stabilization

The attached request requires the 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:

While prepping the subgrade for the East Hamilton High School turf we encountered unsuitable soils in the majority of the field. I met with the contractor and engineer, and they have recommended cement treated base to stabilize the soil. Please see the attached change order request in the amount of \$160,125.00 to complete the work. I recommend approval in order to expedite the work and maintain our current schedule.

Superintendent:

School Board Chairman:

Signed by:  
  
4D76312655B6468...  
Dr. Justin Robertson

Signed by:  
  
A11684E245B840D...  
Joe Smith

# AstroTurf Corporation

THE WORLD LEADER IN SPORTS & RECREATION SURFACES



Astroturf Corporation  
4509 Hwy 150 South  
Lexington, NC 27295

## Change Order Proposal

Date: 5/30/25

Project: Hamilton County-TURF TRACK & STADIUM SEATING

Owner: Hamilton County Schools

The contract is proposed to be changed as follows:

<u>Description</u>	<u>Amount</u>
<b>East Hamilton Field Stabilization</b>	\$ 152,500.00
Stabilization at a depth of 12" using 6% cement by weight Regrade and compact treated areas	
Astroturf Markup (5%)	\$ 7,625.00
*Excludes any additional haul-off. Haul-off will be \$250 per load	
<b>TOTAL</b>	<b>\$160,125.00</b>

**NOT VALID UNTIL SIGNED BY BOTH PARTIES**

Astroturf Corporation  
4509 Hwy 150 South  
Lexington, NC 27295

Name:  
Address:

(Signature/Date)

(Signature/Date)

---

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

**From:** Dr. Robert Sharpe, Chief Operations Officer  
Justin Witt, Maintenance & Facilities Director

**Date:** June 12, 2025

**Subject:** Approve of Change Order to Bid 25-04 Amphitheatre East Hamilton High School

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

---

Approve Change Order 1 dated June 5, 2025 for Bid 25-04 Amphitheatre East Hamilton High School in the amount of \$96,659.83 with Wright Brothers Construction Co. Inc. and funded from grant funds and proceeds of the sale of ROW at Westview Elementary per resolution 722-39

On October 10, 2024 the Board approved award of Bid 25-04 to Wright Brothers Construction Co. Inc. for the construction of an amphitheater at East Hamilton High School for a total initial contract award amount of \$375,550.00 and funded from grant funds and proceeds of the sale of ROW at Westview Elementary per resolution 722-39. Following commencement of work it was found necessary to provide electrical service to the project location and proceed with the previously outlined alternate work related to the roof structure referred to as Add Alternate No. 1 within the project manual and related plan set. Completing this work through the awarded contractor is critical to ensure the continuity of work and project timeline remains intact.

Attachments:

- Change Order 1 for Bid 25-04 Amphitheatre East Hamilton High School

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

## Change Order

**PROJECT:** *(Name and address)*  
 Amphitheater for East Hamilton High School  
 East Hamilton High School  
 2015 Ooltewah-Ringgold Road  
 Ooltewah, TN 37363

**CONTRACT INFORMATION:**  
 Contract For: General Construction  
 Date: 10-24-2024

**CHANGE ORDER INFORMATION:**  
 Change Order Number: 001  
 Date: 06-05-2025

**OWNER:** *(Name and address)*  
 Hamilton County Department of Education  
 3074 Hickory Valley Road  
 Chattanooga, TN 37421

**ARCHITECT:** *(Name and address)*  
 Daniel L. Floyd  
 2501 Dodds Avenue  
 Chattanooga, TN 37407

**CONTRACTOR:** *(Name and address)*  
 Wright Brothers Construction Co., Inc.  
 1500 Lauderdale Memorial Highway,  
 P.O. Box 437  
 Charleston, TN 37310

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

- |   |                           |
|---|---------------------------|
| 1. Add the amount of Alternate #1 for the overhead structure from the original bid.<br>Contractor confirmed price submitted is still valid for this work. | \$77,165.00               |
| 2. Add structural modifications for the overhead structure.   | \$9,380.33                |
| 3. Add secondary electrical service to the amphitheater.  | <u>\$10,114.50</u>        |
| <b>TOTAL ADD (All backup attached)</b>  | <b><u>\$96,659.83</u></b> |

The original Contract Sum was	\$ 375,550.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 375,550.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 96,659.83
The new Contract Sum including this Change Order will be	<u>\$ 472,209.83</u>

The Contract Time will be unchanged by Zero (0) days.  
 The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

\_\_\_\_\_  
**ARCHITECT** *(Signature)*  
 BY: Daniel L. Floyd, Architect  
 \_\_\_\_\_  
*(Printed name, title, and license number if required)*

\_\_\_\_\_  
**CONTRACTOR** *(Signature)*  
 BY: Christopher Curtis, Vice President  
 \_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
**OWNER** *(Signature)*  
 BY: Dr. Justin Robertson,  
 Superintendent  
 \_\_\_\_\_  
*(Printed name and title)*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

## DANNY FLOYD

---

**From:** Chris Curtis <ccurtis@wbcci.com>  
**Sent:** Tuesday, February 4, 2025 1:39 PM  
**To:** DANNY FLOYD  
**Cc:** JUSTIN WITT  
**Subject:** Re: Amphitheatre- East Hamilton High  
**Attachments:** Outlook-mesp2x1r

**CAUTION:** This email originated from outside of Hamilton County Schools. Do not click links or open attachments unless you recognize the sender and know the content is safe. Clicking on a phishing link may result in your computer and/or email account being locked to protect the network.

Danny,

Good afternoon.

I appreciate your patience while I secured the information we needed.

Wright Brothers can hold our original \$77,165.00 pricing for the Add Alternate.

Regards,

**Christopher B. Curtis**  
**Vice President / Construction Manager**



*Driven by Excellence, Building the Future*

915 Appling Street Chattanooga TN 37406  
Cell: 423.593.0872 Ofc: 423-336-2261 Ext.276  
[www.wbcci.com](http://www.wbcci.com) | [ccurtis@wbcci.com](mailto:ccurtis@wbcci.com)

### **Core Values**

*Wright Brothers is an ever evolving Christian owned business steeped in the traditional core values of integrity, urgency, selflessness and hard work.*

*As such, we hold ourselves accountable in implementing these principles and leading by example.*

The information in this email and in any attachments is confidential and may be privileged. If you are not the intended recipient, please destroy this message, delete any copies on your systems and notify the sender immediately. You should not retain, copy or use this email for any purpose, nor disclose all or any part of its content to any other person.



3/7/2025

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

Attention: Danny Floyd

Reference: New Structural Drawings

Mr. Floyd,

**Wright Brothers Construction Company, Inc. (WBCCI)** is pleased to provide this Change Order Request for the changes presented in the Structural Drawings as designed by March Adams & Associates on 2/25/25. This Change Order Request is for **\$9,380.33** and detailed below.

**Scopes:**

- 1) Increased pier foundation sizes per details presented on drawing S2.1.
  - a. \$3,539.00
- 2) Additional reinforcement per details presented on drawing S2.1.
  - a. \$850.00
- 3) Changes to handrail mounting detail per S2.1.
  - a. \$1,998.00
- 4) Additional joint work and sealants per details throughout.
  - a. \$1,832.00
- 5) Tax: \$442.98
- 6) OH&P: \$718.35

**Listed below are additional Clarifications and Exclusions – Including, but not limited to...**

- This proposal based on Wright Brothers & Hamilton County Department of Education reaching mutually acceptable “Terms and Conditions.”
- This proposal is based on unapproved drawings and may be invalidated by later sets of drawings.
- This proposal incorporates changes as shown on March Adams & Associates drawings date 2.25.25.
- This proposal includes applicable sales tax.

**If you have any questions or comments after reviewing this Proposal, feel free to call me at 423.241.7268**

**Respectfully Yours,**

**Adam Gebelein**

**COST SPREADSHEET tpo**

Project Description	2.25.25 Structural Drawing Changes				Classification:					Date:	3.7.25	
Project No.	01-0806				Estimate No:	1						
Location:	EHHS Amphitheatre											
			MATERIAL		LABOR		EQUIPMENT		SUBCONTRACTOR		SUBTOTALS	
DESCRIPTION	QUANTITY	UNIT	UNIT COST		UNIT COST		UNIT COST		UNIT COST		UNIT COST	
Increase Foundation Size	145	SF	\$14.90	\$2,161.00	\$9.50	\$1,378.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24.40	\$3,539.00
Added Reinforcement (fndn, walls, etc.)	1	LS	\$850.00	\$850.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$850.00	\$850.00
Handrail Sleeves	18	EA	\$85.00	\$1,530.00	\$26.00	\$468.00	\$0.00	\$0.00	\$0.00	\$0.00	\$111.00	\$1,998.00
Added Control Joints & Sealant	55	LF	\$4.50	\$248.00	\$12.00	\$660.00	\$16.80	\$924.00	\$0.00	\$0.00	\$33.31	\$1,832.00
<b>SUBTOTAL</b>				\$4,789.00		\$2,506.00		\$924.00		\$0.00		\$8,219.00
<b>Taxes</b>			9.25%	\$442.98								\$442.98
<b>OH &amp; PROFIT</b>			15%	\$718.35		\$0.00		\$0.00		\$0.00		\$718.35
<b>TOTAL</b>				<b>\$5,950.33</b>		<b>\$2,506.00</b>		<b>\$924.00</b>		<b>\$0.00</b>	\$0.00	<b>\$9,380.33</b>



5/22/2025

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

Attention: Danny Floyd

Reference: Additional Electrical Trenching

Mr. Floyd,

Wright Brothers Construction Company, Inc. (WBCCI) is pleased to provide this Change Order Request for additional trenching and electrical conduits for the amount of \$10,114.50.

**Scopes:**

- 1) 80LF of trench, conduit, 200 amp electrical service, etc...
  - a. \$9,195.00
- 2) OH&P
  - a. \$919.50

**Listed below are additional Clarifications and Exclusions – Including, but not limited to...**

- This proposal based on Wright Brothers & Hamilton County Department of Education reaching mutually acceptable “Terms and Conditions.”
- This proposal is based on unapproved drawings and may be invalidated by later sets of drawings.
- This proposal incorporates changes as shown on March Adams & Associates drawings date 2.25.25.
- This proposal includes applicable sales tax.

**If you have any questions or comments after reviewing this Proposal, feel free to call me at 423.241.7268**

**Respectfully Yours,**

**Adam Gebelein**



March 14, 2025

**ADMAN**  
**ELECTRIC**

WWW.ADMANELECTRIC.COM

CHATTANOOGA

CLEVELAND

DALTON

HUNTSVILLE

NASHVILLE

Wright Brothers  
Adam Gebelein

LICENSE NO: 15431  
EXPIRES 8/31/2025  
CLASSIFICATION: CE;  
UNLIMITED

## RE: East Hamilton High School Amphitheater

Thank you for considering Adman Electric for the electrical work associated with East Hamilton High School Amphitheatre project. Below we have listed our scope and pricing for the additional work. If there are any questions, please do not hesitate to call.

### Our Price includes:

- Underground conduits and wiring for branch circuits
- Provide and install boxes and 20amp/120volt receptacles
- Provide and install one (1) 100amp single phase 120/240volt Panel
- Two (2) Empty 3/4" raceways stubbed out from panel to extend five feet beyond back of structure
- Two (2) Empty 1 1/4" raceway for future sound equipment

### Please note:

- Pricing based on drawings 8/12/24
- We have included no cost for rock removable
- We have included no cost for utility charges
- Our price is valid for 90 days

---

Base price:	\$ 5,153.00
-------------	-------------

### Electrical service:

- a. Up to 80FT trench, conduit wire for 100 amp circuit, back fill, conduit to
- b. Up to 10 FT trench, conduit wire for 200 amp electrical service from EPB transformer
- c. Install stand and combo meter center furnished by HCDE

ADD \$ 9,195.00



March 14, 2025

**ADMAN  
ELECTRIC**

WWW.ADMANELECTRIC.COM

CHATTANOOGA

CLEVELAND

DALTON

HUNTSVILLE

NASHVILLE

Clarifications:

- No provisions for seed, straw, sod
- Backfill with spoils
- All work to be done during normal work hours M-F 7:30 AM to 4:00 PM

Estimate is base on metal and copper pricing today

Payment to be made as follows:

NET 30 DAYS FROM BILLING 1-1/2% late charge per month  
3% charge for credit charge payment

Sincerely,

Darren Caldwell  
Adman Electric, Inc.  
Phone 423/622-5103 Fax 423/648-4216  
2311 East 28<sup>th</sup> Street Chatt. Tenn. 37407  
P.O. Box 3069 Chatt. Tenn. 37404  
Dcaldwell@admanelectric.com

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

**From:** Mary Ellen Heuton, Chief Financial Officer

**Date:** June 12, 2025

**Subject:** Monthly Financial Report

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Attached is the monthly financial report comparing budget to actual through April, 2025. 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.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**HAMILTON COUNTY SCHOOLS  
REVENUE/EXPENSES VS BUDGET  
PERIOD ENDED  
April 2025**

REVENUES	General Purpose			Federal Programs			Self-Funded Programs			School Nutrition			Grand Totals		
	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	276,530,590	276,530,590	224,819,607	-	-	-	-	-	-	-	-	-	276,530,590	276,530,590	224,819,607
LICENSES AND PERMITS	13,000	13,000	10,213	-	-	-	-	-	-	-	-	-	13,000	13,000	10,213
CHARGES FOR CURRENT SERVICES	360,000	362,000	419,404	-	-	-	-	-	-	-	-	-	-	-	-
OTHER LOCAL REVENUES	8,178,892	6,794,011	9,932,207	-	-	-	5,435,218	5,763,599	9,972,484	4,166,536	3,507,275	3,263,819	9,961,754	9,652,874	7,655,707
STATE OF TENNESSEE	276,684,052	277,409,920	249,157,271	-	-	-	6,867,401	10,633,477	5,361,366	518,108	623,256	515,278	15,562,401	19,050,744	9,808,850
OTHER STATE REVENUES	21,493,575	27,286,667	10,058,191	-	-	-	-	-	-	-	-	-	276,684,052	277,409,920	249,157,271
FEDERAL GOVERNMENT	1,075,050	8,587,050	7,651,670	36,304,056	58,338,881	23,219,157	-	-	-	-	-	-	206,498	201,304	201,303
OTHER SOURCES	824,978	824,978	374,198	-	-	-	-	-	-	-	-	-	201,303	201,303	201,303
RESERVES/FUND BALANCE *	8,081	21,398,812	-	-	-	-	1,520,262	36,481,344	1,756,815	-	-	-	561	824,978	374,198
PY ENCUMBRANCE BUDGET	-	9,639,003	-	-	-	-	-	-	-	-	-	-	-	1,528,343	57,880,156
<b>TOTAL REVENUES</b>	<b>585,166,218</b>	<b>628,866,031</b>	<b>496,422,761</b>	<b>36,304,056</b>	<b>58,338,881</b>	<b>23,219,157</b>	<b>13,822,881</b>	<b>52,878,420</b>	<b>11,090,664</b>	<b>27,736,907</b>	<b>29,879,782</b>	<b>24,498,939</b>	<b>663,030,062</b>	<b>769,963,114</b>	<b>555,231,521</b>
<b>EXPENDITURES</b>															
REGULAR INSTRUCTION PROGRAM	71100	237,448,169	256,912,218	190,840,581	6,766,821	12,542,568	8,652,197	5,389,888	6,378,041	3,215,209	-	-	249,604,878	275,832,827	202,707,987
SPECIAL EDUCATION INSTR PROG	71200	42,522,548	44,205,777	31,145,329	7,999,222	10,686,267	5,697,799	645,121	1,487,288	615,259	-	-	51,166,891	58,379,332	37,458,387
VOCATIONAL ED INSTR PROG	71300	19,009,553	20,782,043	13,462,246	719,797	862,380	509,594	57,169	133,160	40,927	-	-	19,786,519	21,577,583	14,012,767
STUDENT BODY EDUCATIONAL PROG	71400	4,639,460	4,612,726	325,987	-	-	-	-	20,450	18,876	-	-	4,639,460	4,633,176	344,863
ATTENDANCE	72110	6,945,410	7,107,126	6,131,259	151,131	445,033	252,644	-	-	-	-	-	7,096,541	7,552,159	6,383,903
HEALTH SERVICES	72120	6,848,506	7,206,632	5,108,474	202,055	402,472	133,711	288,034	310,838	139,018	-	-	7,338,595	7,919,942	5,381,203
OTHER STUDENT SUPPORT	72130	28,286,501	31,988,314	22,869,379	4,894,341	8,422,659	3,713,759	13,000	234,500	221,217	-	-	33,193,842	40,645,473	26,804,354
REG INST SUPPORT	72210	33,229,304	33,881,706	24,524,673	8,905,413	12,459,568	7,294,888	1,504,404	1,825,514	934,048	-	-	43,639,121	47,966,788	32,753,608
SPECIAL ED INST SUPPORT	72220	11,761,022	11,829,069	8,777,387	1,655,784	2,720,130	1,338,523	-	-	-	-	-	13,416,806	14,549,199	10,115,910
VOCATIONAL ED INST SUPPORT	72230	1,797,474	1,623,136	910,165	-	17,970	10,656	-	1,000	1,706	-	-	1,797,474	1,642,106	922,527
EDUCATION TECHNOLOGY	72250	17,787,911	16,430,123	9,514,484	-	-	-	-	-	-	-	-	17,787,911	16,430,123	9,514,484
BOARD OF EDUCATION	72310	6,196,693	6,298,714	5,478,014	-	-	-	100,000	165,000	90,846	-	-	6,296,693	6,463,714	5,568,861
OFFICE OF SUPERINTENDENT	72320	3,135,392	3,235,723	2,251,885	-	-	-	107,976	213,822	80,943	-	-	3,243,368	3,449,545	2,332,828
OFFICE OF PRINCIPAL	72410	39,094,107	40,225,252	29,834,712	-	-	-	17,500	17,500	8,737	-	-	39,111,607	40,242,752	29,843,450
FISCAL SERVICES	72510	4,317,188	5,533,264	3,748,768	-	-	-	-	-	-	-	-	4,317,188	5,533,264	3,748,768
HUMAN RESOURCES	72520	4,869,563	5,670,733	3,633,588	157,497	428,886	391,497	49,338	49,338	12,432	-	-	5,076,398	6,148,957	4,037,517
OPERATION OF PLANT	72610	33,326,950	33,321,302	23,789,053	510,644	2,971,020	833,529	5,951	5,951	3,351	-	-	33,843,545	36,298,273	24,625,933
MAINTENANCE OF PLANT	72620	10,866,912	14,318,061	11,065,249	979,000	1,527,704	1,264,529	1,000,000	3,298,669	3,007,105	-	-	12,045,912	19,144,464	15,336,883
TRANSPORTATION	72710	27,514,891	28,829,646	23,492,416	221,056	777,431	402,317	32,189	68,863	11,025	-	-	27,768,136	29,675,940	23,905,759
CENTRAL AND OTHER	72810	539,602	1,340,057	325,355	-	-	-	13,000	13,000	2,018	-	-	552,602	1,353,057	327,373
FOOD SERVICE	73100	2,600	2,600	7,046	-	-	-	-	-	-	-	-	27,736,907	29,879,782	22,549,616
COMMUNITY SERVICES	73300	737,167	786,601	536,150	278,021	378,939	1,410,194	4,454,580	4,454,580	2,163,927	-	-	5,469,768	5,620,120	4,110,271
EARLY CHILDHOOD EDUCATION	73400	2,931,999	2,918,409	2,332,531	2,165,966	2,299,304	1,517,264	136,731	136,731	94,981	-	-	5,234,696	5,354,444	3,944,775
REGULAR CAPITAL OUTLAY	76100	704,275	2,691,778	1,150,580	-	-	-	8,000	34,060,395	2,090,080	-	-	712,275	36,752,173	3,240,660
EDUCATION DEBT SERVICE		-	-	-	-	-	-	-	-	-	-	-	-	-	-
EDUCATION CAPITAL PROJECTS		2,000,000	8,662,000	4,312,000	697,308	1,596,550	336,184	-	3,750	-	-	-	2,697,308	10,262,300	4,648,184
CHARTER SCHOOLS (TRANSFERS)		38,653,022	38,653,022	32,253,246	-	-	-	-	-	-	-	-	38,653,022	38,653,022	32,253,246
TRANSFERS-STATE GRANTS		-	-	-	-	-	-	-	-	-	-	-	-	-	-
TRANSFERS TO FUND BALANCE		-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>585,166,218</b>	<b>628,866,031</b>	<b>457,818,557</b>	<b>36,304,056</b>	<b>58,338,881</b>	<b>33,769,285</b>	<b>13,822,881</b>	<b>52,878,420</b>	<b>12,751,705</b>	<b>27,736,907</b>	<b>29,879,782</b>	<b>22,549,616</b>	<b>663,030,062</b>	<b>769,963,114</b>	<b>526,879,164</b>

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

**From:** Mary Ellen Heuton, Chief Financial Officer, Finance

**Date:** June 12, 2025

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

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

The Federal Programs budget is amended by item 1, which consists of current year awards.

The State Programs budget is amended by item 2, which consists of current year awards.

The Self-Funded Programs budget is amended by items 3 – 7. Item 3 consists of carryover contributions. Item 4 consists of current year contributions and carryover contributions. Items 5 - 7 consist of current year contributions.

1. Carl Perkins Vocational Grant, with transfers between lines
2. Summer Learning Camps, with transfers between lines
3. Literacy Initiatives, with transfers between lines
4. Community Donations, with a net increase of \$88,519
5. Hamilton County Government Funds, with a net increase of \$35,000 and transfers between lines
6. School Paid Positions, with a net increase of \$1,200
7. School Age Child Care, with transfers between lines

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**FEDERAL PROGRAMS**  
**USE OF FUNDS**

June 12, 2025

	OTHER STUDENT SUPPORT 72130	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
<u>BUDGET AMENDMENTS</u>			
Carl Perkins Vocational Grant	-	-	1

**FEDERAL PROGRAMS**

**SOURCE OF FUNDS**

June 12, 2025

	FEDERAL THROUGH STATE 47100	TOTAL REVENUE	AMENDMENT ITEM #
BUDGET AMENDMENTS			
Carl Perkins Vocational Grant	-	-	1

**STATE PROGRAMS**  
**USE OF FUNDS**

June 12, 2025

BUDGET AMENDMENTS	REGULAR	ATTENDANCE	HEALTH	OTHER	TRANSPORTATION	TOTAL	AMENDMENT
	INSTRUCTION 71100	72110	SERVICES 72120	STUDENT SUPPORT 72130	72710	AMOUNT	ITEM #
Summer Learning Camps	(54,960)	(14,444)	35,936	(10,201)	43,669	-	2
	(54,960)	(14,444)	35,936	(10,201)	43,669	-	

**STATE PROGRAMS**  
**SOURCE OF FUNDS**

June 12, 2025

BUDGET AMENDMENTS	STATE REVENUE 46000	FEDERAL THRU STATE REVENUE 47000	TOTAL REVENUE	AMENDMENT ITEM #
Summer Learning Camps	921,824	(921,824)	-	2
	921,824	(921,824)	-	

**SELF-FUNDED PROGRAMS**

**USE OF FUNDS**

June 12, 2025

	OTHER STUDENT SUPPORT 72130	REGULAR INSTRUCTION SUPPORT 72210	OFFICE OF THE PRINCIPAL 72410	COMMUNITY SERVICES 73300	REGULAR CAPITOL OUTLAY 76100	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
<b>BUDGET AMENDMENTS</b>							
Literacy Initiatives	(1,366)	1,366				-	3
Community Donations					88,519	88,519	4
Hamilton County Government Funds					35,000	35,000	5
School Paid Positions			1,200			1,200	6
School Age Child Care					-	-	7
	<u>(1,366)</u>	<u>1,366</u>	<u>1,200</u>	<u>-</u>	<u>123,519</u>	<u>124,719</u>	

**SELF-FUNDED PROGRAMS**

**SOURCE OF FUNDS**

June 12, 2025

	RESTRICTED FOR EDUCATION FUND BALANCE 34555	CHARGES FOR CURRENT SERVICES 43000	OTHER LOCAL REVENUES 44000	OTHER GOVERNMENT GROUPS 48000	TOTAL AMENDMENT AMOUNT	AMENDMENT ITEM #
<b>BUDGET AMENDMENTS</b>						
Literacy Initiatives	-				-	3
Community Donations	-		88,519		88,519	4
Hamilton County Government Funds				35,000	35,000	5
School Paid Positions			1,200		1,200	6
School Age Child Care		-	-		-	7
	-	-	89,719	35,000	124,719	

**HAMILTON COUNTY DEPT OF EDUCATION  
 FEDERAL PROGRAMS  
 CARL PERKINS VOCATIONAL GRANT  
 BUDGET FISCAL YEAR 2024-2025**  
 FY25 allocation is \$947,410.57

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		11/21/2024	INCREASE	DECREASE	6/12/2025
141-2-301-0000-0-00000-471310-0000-0000-301	Revenue	947,411			947,411
	<b>Total Source of Funds</b>	<b>947,411</b>	<b>-</b>	<b>-</b>	<b>947,411</b>

**USE OF FUNDS SUMMARY**

<b>71300</b>	Vocational Instruction	686,851	-	-	686,851
<b>72130</b>	Other Student Support	227,975	20,000	(20,000)	227,975
<b>72230</b>	Vocational Instruction Staff Support	13,970	-	-	13,970
<b>99100</b>	Indirect Cost	18,615	-	-	18,615
	<b>Total Use of Funds</b>	<b>947,411</b>	<b>20,000</b>	<b>(20,000)</b>	<b>947,411</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		11/21/2024	INCREASE	DECREASE	6/12/2025
141-2-301-0000-0-71300-5189C0-PBEN-0000-301	CTE Innovation Coach (2 FTE)	154,943			154,943
141-2-301-0000-0-71300-5189D0-PBEN-0000-301	District Content Lead (1 FTE)	83,182			83,182
141-2-301-0000-0-71300-5189H0-PBEN-0000-301	WBL/Youth Apprenticeship Facilitator (.75 FTE)	79,689			79,689
141-2-301-0000-0-71300-520110-PBEN-0000-301	Social Security	19,705			19,705
141-2-301-0000-0-71300-520410-PBEN-0000-301	State Retirement	26,378			26,378
141-2-301-0000-0-71300-520610-PBEN-0000-301	Life Insurance	150			150
141-2-301-0000-0-71300-520710-PBEN-0000-301	Medical Insurance	39,878			39,878
141-2-301-0000-0-71300-520810-PBEN-0000-301	Dental Insurance	1,219			1,219
141-2-301-0000-0-71300-521010-PBEN-0000-301	Unemployment Compensation	53			53
141-2-301-0000-0-71300-521210-PBEN-0000-301	Medicare	4,608			4,608
141-2-301-0000-0-71300-529910-PBEN-0000-301	Long Term Disability	501			501
141-2-301-0000-0-71300-529930-PBEN-0000-301	Short Term Disability	555			555
141-2-301-0000-0-71300-547110-0000-0000-301	Software	29,000			29,000
141-2-301-0000-0-71300-549990-0000-0000-301	Supplies & Materials	246,990			246,990
	<b>Total 71300 - Vocational Instruction</b>	<b>686,851</b>	<b>-</b>	<b>-</b>	<b>686,851</b>
141-2-301-0000-0-72130-519610-0000-0000-301	Teacher Stipends for PD/Lead Teachers	78,632			78,632
141-2-301-0000-0-72130-520110-0000-0000-301	Social Security	4,798			4,798
141-2-301-0000-0-72130-520410-0000-0000-301	State Retirement	6,497			6,497
141-2-301-0000-0-72130-521210-0000-0000-301	Medicare	1,135			1,135
141-2-301-0000-0-72130-539990-0000-0000-301	Other Contracted Services	40,000			40,000
141-2-301-0000-0-72130-549990-0000-0000-301	Supplies & Materials	-	20,000		20,000
141-2-301-0000-0-72130-552410-0000-0000-301	Staff Development	76,913			76,913
141-2-301-0000-0-72130-559990-0000-0000-301	Other Charges	20,000		(20,000)	-
	<b>Total 72130 - Other Student Support</b>	<b>227,975</b>	<b>20,000</b>	<b>(20,000)</b>	<b>227,975</b>
141-2-301-0000-0-72230-552410-0000-0000-301	Staff Development	13,970			13,970
	<b>Total 72230 - Vocational Instruction Staff Support</b>	<b>13,970</b>	<b>-</b>	<b>-</b>	<b>13,970</b>
141-2-301-0000-0-99100-550410-0000-0000-301	Indirect Cost (2.16%)	18,615			18,615
	<b>Total 99100 - Indirect Cost</b>	<b>18,615</b>	<b>-</b>	<b>-</b>	<b>18,615</b>
	<b>TOTAL BUDGET</b>	<b>947,411</b>	<b>20,000</b>	<b>(20,000)</b>	<b>947,411</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION**  
**STATE PROGRAMS**  
**SUMMER LEARNING CAMPS**  
**BUDGET FISCAL YEAR 2024-2025**  
 FY25 allocation is \$5,689,743.91

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	FY2025			AMENDED
		BUDGET 5/8/2025	INCREASE	DECREASE	BUDGET 6/12/2025
141-1-226-0000-0-00000-465900-0000-0000-226	State Revenue - Transportation	873,529			873,529
141-1-226-0000-0-00000-465900-0000-0001-226	State Revenue - Summer Learning Camps	3,894,391	921,824		4,816,215
141-1-226-0000-0-00000-475900-0000-0001-226	Federal Revenue - Summer Learning Camps	921,824		(921,824)	-
	<b>Total Source of Funds</b>	<b>5,689,744</b>	<b>921,824</b>	<b>(921,824)</b>	<b>5,689,744</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	4,109,484	136,283	(191,243)	4,054,524
<b>72110</b>	Attendance	113,030	-	(14,444)	98,586
<b>72120</b>	Health Services	73,715	35,936	-	109,651
<b>72130</b>	Other Student Support	264,162	54,820	(65,021)	253,961
<b>72210</b>	Regular Education Instructional Support	251,824	-	-	251,824
<b>72710</b>	Transportation	877,529	56,155	(12,486)	921,198
	<b>Total Use of Funds</b>	<b>5,689,744</b>	<b>283,194</b>	<b>(283,194)</b>	<b>5,689,744</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	FY2025			AMENDED
		BUDGET 5/8/2025	INCREASE	DECREASE	BUDGET 6/12/2025
<b>Summer Learning Camps</b>					
<b>District</b>					
141-1-226-6000-0-71100-514090-0000-0001-226	Supplemental Pay - Teachers	2,971,850		(156,000)	2,815,850
141-1-226-6000-0-71100-516310-0000-0001-226	Supplemental Pay - Educational Assistants	240,590	11,350		251,940
141-1-226-6000-0-71100-520110-0000-0001-226	Social Security	199,171		(8,968)	190,203
141-1-226-6000-0-71100-520410-0000-0001-226	State Retirement	282,036		(11,285)	270,751
141-1-226-6000-0-71100-521210-0000-0001-226	Medicare	46,580		(2,097)	44,483
141-1-226-6000-0-71100-521710-0000-0001-226	State Retirement Hybrid	64,249		(2,893)	61,356
141-1-226-6000-0-71100-539990-0000-0001-226	Other Contracted Services	-	22,500		22,500
141-1-226-6000-0-71100-549990-0000-0001-226	Other Supplies & Materials	20,000	20,000		40,000
141-1-226-6000-0-71100-559990-0000-0001-226	Other Charges	-	48,502		48,502
	<b>Total 71100 - Regular Instruction</b>	<b>3,824,476</b>	<b>102,352</b>	<b>(181,243)</b>	<b>3,745,585</b>
141-1-226-6000-0-72110-516210-0000-0001-226	Supplemental Pay - Clerical	90,896		(4,940)	85,956
141-1-226-6000-0-72110-520110-0000-0001-226	Social Security	5,636		(2,420)	3,216
141-1-226-6000-0-72110-520410-0000-0001-226	State Retirement	13,362		(5,737)	7,625
141-1-226-6000-0-72110-521210-0000-0001-226	Medicare	1,318		(566)	752
141-1-226-6000-0-72110-521710-0000-0001-226	State Retirement Hybrid	1,818		(781)	1,037
	<b>Total 72110 - Attendance</b>	<b>113,030</b>	<b>-</b>	<b>(14,444)</b>	<b>98,586</b>
141-1-226-6000-0-72120-513110-0000-0001-226	Supplemental Pay - Nurses	59,280	28,899		88,179
141-1-226-6000-0-72120-520110-0000-0001-226	Social Security	3,675	1,792		5,467
141-1-226-6000-0-72120-520410-0000-0001-226	State Retirement	8,714	4,248		12,962
141-1-226-6000-0-72120-521210-0000-0001-226	Medicare	860	419		1,279
141-1-226-6000-0-72120-521710-0000-0001-226	State Retirement Hybrid	1,186	578		1,764
	<b>Total 72120 - Health Services</b>	<b>73,715</b>	<b>35,936</b>	<b>-</b>	<b>109,651</b>
141-1-226-6000-0-72130-512310-0000-0001-226	Supplemental Pay - SEAD Coaches	119,301		(41,496)	77,805
141-1-226-6000-0-72130-513470-0000-0001-226	Supplemental Pay - ENL Interpreters	14,820	14,820		29,640
141-1-226-6000-0-72130-517010-0000-0001-226	Supplemental Pay - School Safety Officers	85,215		(17,784)	67,431
141-1-226-6000-0-72130-520110-0000-0001-226	Social Security	13,600		(2,758)	10,842
141-1-226-6000-0-72130-520410-0000-0001-226	State Retirement	23,659		(1,450)	22,209
141-1-226-6000-0-72130-521210-0000-0001-226	Medicare	3,180		(644)	2,536
141-1-226-6000-0-72130-521710-0000-0001-226	State Retirement Hybrid	4,387		(889)	3,498
141-1-226-6000-0-72130-539990-0000-0001-226	Other Contracted Services	-	40,000		40,000
	<b>Total 72130 - Other Student Support</b>	<b>264,162</b>	<b>54,820</b>	<b>(65,021)</b>	<b>253,961</b>
141-1-226-6000-0-72210-514090-0000-0001-226	Supplemental Pay - Site Directors	200,000			200,000
141-1-226-6000-0-72210-5140N0-0000-0001-226	Supplemental Pay - Mentors	13,500			13,500
141-1-226-6000-0-72210-520110-0000-0001-226	Social Security	13,237			13,237
141-1-226-6000-0-72210-520410-0000-0001-226	State Retirement	17,721			17,721
141-1-226-6000-0-72210-521210-0000-0001-226	Medicare	3,096			3,096
141-1-226-6000-0-72210-521710-0000-0001-226	State Retirement Hybrid	4,270			4,270
	<b>Total 72210 - Regular Education Instructional Support</b>	<b>251,824</b>	<b>-</b>	<b>-</b>	<b>251,824</b>
141-1-226-6000-0-72710-531410-0000-0001-226	Contracts w/ Public Carriers	-	50,000		50,000
	<b>Total 72710 - Transportation</b>	<b>-</b>	<b>50,000</b>	<b>-</b>	<b>50,000</b>
	<b>Total District</b>	<b>4,527,207</b>	<b>243,108</b>	<b>(260,708)</b>	<b>4,509,607</b>

ACCOUNT CODE	DESCRIPTION	FY2025	AMENDED		
		BUDGET 5/8/2025	INCREASE	DECREASE	BUDGET 6/12/2025
<b>Charter Schools</b>					
<b>Chattanooga Girls Leadership Academy</b>					
141-1-226-8001-8-71100-559990-0000-0001-226	Other Charges	24,414	3,196		27,610
	<b>Total 71100 - Regular Instruction</b>	<b>24,414</b>	<b>3,196</b>	<b>-</b>	<b>27,610</b>
<b>Ivy Academy</b>					
141-1-226-8002-8-71100-559990-0000-0001-226	Other Charges	29,367	425		29,792
	<b>Total 71100 - Regular Instruction</b>	<b>29,367</b>	<b>425</b>	<b>-</b>	<b>29,792</b>
<b>Chattanooga Charter School of Excellence - Elementary</b>					
141-1-226-8003-8-71100-559990-0000-0001-226	Other Charges	75,085	644		75,729
	<b>Total 71100 - Regular Instruction</b>	<b>75,085</b>	<b>644</b>	<b>-</b>	<b>75,729</b>
<b>Ivy's Skillern Elementary</b>					
141-1-226-8005-8-71100-559990-0000-0001-226	Other Charges	32,417	15,523		47,940
	<b>Total 71100 - Regular Instruction</b>	<b>32,417</b>	<b>15,523</b>	<b>-</b>	<b>47,940</b>
<b>ChattAcademy Community School</b>					
141-1-226-8006-8-71100-559990-0000-0001-226	Other Charges	10,000		(10,000)	-
	<b>Total 71100 - Regular Instruction</b>	<b>10,000</b>	<b>-</b>	<b>(10,000)</b>	<b>-</b>
<b>Chattanooga Charter School of Excellence - Middle</b>					
141-1-226-8010-8-71100-559990-0000-0001-226	Other Charges	31,318	2,860		34,178
	<b>Total 71100 - Regular Instruction</b>	<b>31,318</b>	<b>2,860</b>	<b>-</b>	<b>34,178</b>
<b>Chattanooga Preparatory School</b>					
141-1-226-8011-8-71100-559990-0000-0001-226	Other Charges	36,807	2,107		38,914
	<b>Total 71100 - Regular Instruction</b>	<b>36,807</b>	<b>2,107</b>	<b>-</b>	<b>38,914</b>
<b>Montessori Elementary at Highland Park</b>					
141-1-226-8142-8-71100-559990-0000-0001-226	Other Charges	45,600	9,176		54,776
	<b>Total 71100 - Regular Instruction</b>	<b>45,600</b>	<b>9,176</b>	<b>-</b>	<b>54,776</b>
	<b>Total Charter Schools</b>	<b>285,008</b>	<b>33,931</b>	<b>(10,000)</b>	<b>308,939</b>
	<b>Total Summer Learning Camps</b>	<b>4,812,215</b>	<b>277,039</b>	<b>(270,708)</b>	<b>4,818,546</b>
<b>Transportation District</b>					
141-1-226-6000-0-72710-531410-0000-0000-226	Contracts w/ Public Carriers	823,650		(8,486)	815,164
	<b>Total 72710 - Transportation</b>	<b>823,650</b>	<b>-</b>	<b>(8,486)</b>	<b>815,164</b>
<b>Chattanooga Girls Leadership Academy</b>					
141-1-226-8001-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	4,428	580		5,008
	<b>Total 72710 - Transportation</b>	<b>4,428</b>	<b>580</b>	<b>-</b>	<b>5,008</b>
<b>Ivy Academy</b>					
141-1-226-8002-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	5,326	78		5,404
	<b>Total 72710 - Transportation</b>	<b>5,326</b>	<b>78</b>	<b>-</b>	<b>5,404</b>
<b>Chattanooga Charter School of Excellence - Elementary</b>					
141-1-226-8003-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	13,618	117		13,735
	<b>Total 72710 - Transportation</b>	<b>13,618</b>	<b>117</b>	<b>-</b>	<b>13,735</b>
<b>Ivy Academy's Skillern Elementary</b>					
141-1-226-8005-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	5,880	2,815		8,695
	<b>Total 72710 - Transportation</b>	<b>5,880</b>	<b>2,815</b>	<b>-</b>	<b>8,695</b>
<b>ChattAcademy Community School</b>					
141-1-226-8006-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	4,000		(4,000)	-
	<b>Total 72710 - Transportation</b>	<b>4,000</b>	<b>-</b>	<b>(4,000)</b>	<b>-</b>
<b>Chattanooga Charter School of Excellence - Middle</b>					
141-1-226-8010-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	5,680	519		6,199
	<b>Total 72710 - Transportation</b>	<b>5,680</b>	<b>519</b>	<b>-</b>	<b>6,199</b>
<b>Chattanooga Preparatory School</b>					
141-1-226-8011-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	6,676	382		7,058
	<b>Total 72710 - Transportation</b>	<b>6,676</b>	<b>382</b>	<b>-</b>	<b>7,058</b>
<b>Montessori Elementary at Highland Park</b>					
141-1-226-8142-8-72710-531410-0000-0000-226	Contracts w/ Public Carriers	8,271	1,664		9,935
	<b>Total 72710 - Transportation</b>	<b>8,271</b>	<b>1,664</b>	<b>-</b>	<b>9,935</b>
	<b>Total Transportation</b>	<b>877,529</b>	<b>6,155</b>	<b>(12,486)</b>	<b>871,198</b>
	<b>TOTAL BUDGET</b>	<b>5,689,744</b>	<b>283,194</b>	<b>(283,194)</b>	<b>5,689,744</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 LITERACY INITIATIVES  
 BUDGET FISCAL YEAR 2024-2025**

**SOURCE OF FUNDS SUMMARY**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>AMENDED BUDGET</b>		<b>AMENDED BUDGET</b>	
		<b>10/10/2024</b>	<b>INCREASE</b>	<b>DECREASE</b>	<b>6/12/2025</b>
141-5-423-0000-0-00000-4T4555-0000-0000	Restricted for Education	10,000			10,000
	<b>Total Source of Funds</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>10,000</b>

**USE OF FUNDS SUMMARY**

<b>72130</b>	Other Student Support	9,000	-	(1,366)	7,634
<b>72210</b>	Regular Instruction Support	1,000	1,366	-	2,366
	<b>Total Use of Funds</b>	<b>10,000</b>	<b>1,366</b>	<b>(1,366)</b>	<b>10,000</b>

**USE OF FUNDS DETAIL**

<b>ACCOUNT CODE</b>	<b>DESCRIPTION</b>	<b>AMENDED BUDGET</b>		<b>AMENDED BUDGET</b>	
		<b>10/10/2024</b>	<b>INCREASE</b>	<b>DECREASE</b>	<b>6/12/2025</b>
141-5-423-0000-0-72130-549990-0000-0000	Other Supplies & Materials	2,287		(866)	1,421
141-5-423-0000-0-72130-559990-0000-0000	Other Charges	6,213			6,213
141-5-423-0000-0-72130-579010-0000-0000	Equipment	500		(500)	-
	<b>Total 72130 - Other Student Support</b>	<b>9,000</b>	<b>-</b>	<b>(1,366)</b>	<b>7,634</b>
141-5-423-0000-0-72210-543210-0000-0000	Library Books/Media	1,000	1,366		2,366
	<b>Total 72210 - Instructional Support</b>	<b>1,000</b>	<b>1,366</b>	<b>-</b>	<b>2,366</b>
	<b>TOTAL BUDGET</b>	<b>10,000</b>	<b>1,366</b>	<b>(1,366)</b>	<b>10,000</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 COMMUNITY DONATIONS - SCHOOLS  
 BUDGET FISCAL YEAR 2024-2025**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET
		8/15/2024	INCREASE	DECREASE
141-5-427-0000-0-00000-445700-0000-0000	Contributions & Gifts	210,000	88,519	298,519
141-5-427-0000-0-00000-4T4555-0000-0000	Restricted For Education	18,204		18,204
	<b>Total Source of Funds</b>	<b>228,204</b>	<b>88,519</b>	<b>- 316,723</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	17,385	-	-	17,385
<b>72130</b>	Other Student Support	210,000	-	-	210,000
<b>72210</b>	Instructional Support	819	-	-	819
<b>76100</b>	Capital Outlay	-	88,519	-	88,519
	<b>Total Use of Funds</b>	<b>228,204</b>	<b>88,519</b>	<b>- 316,723</b>	

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		8/15/2024	INCREASE	DECREASE	6/12/2025
<b><u>Librarians</u></b>					
141-5-427-0000-0-72210-552410-0000-0000	In-Service/Staff Development	819			819
	<b>Total 72210 - Instructional Support</b>	<b>819</b>	<b>-</b>	<b>-</b>	<b>819</b>
	<b>Total - Librarian Funds</b>	<b>819</b>	<b>-</b>	<b>-</b>	<b>819</b>
<b><u>CFGC Choir Risers</u></b>					
141-5-427-0019-1-71100-572210-0000-0000	Equipment Regular Instruction	3,477			3,477
141-5-427-0050-1-71100-572210-0000-0000	Equipment Regular Instruction	3,477			3,477
141-5-427-0194-1-71100-572210-0000-0000	Equipment Regular Instruction	3,477			3,477
141-5-427-0048-1-71100-572210-0000-0000	Equipment Regular Instruction	3,477			3,477
141-5-427-0171-1-71100-572210-0000-0000	Equipment Regular Instruction	3,477			3,477
	<b>Total 71100 - Regular Instruction</b>	<b>17,385</b>	<b>-</b>	<b>-</b>	<b>17,385</b>
	<b>Total - CFGC Choir Risers</b>	<b>17,385</b>	<b>-</b>	<b>-</b>	<b>17,385</b>
<b><u>CFGC-Northside Neighborhood House</u></b>					
141-5-427-0180-2-72130-539990-0000-9250	Other Contracted Services	70,000			70,000
141-5-427-0230-1-72130-539990-0000-9250	Other Contracted Services	70,000			70,000
141-5-427-0127-1-72130-539990-0000-9250	Other Contracted Services	70,000			70,000
	<b>Total 72130 - Other Student Support</b>	<b>210,000</b>	<b>-</b>	<b>-</b>	<b>210,000</b>
	<b>Total CFGC-Northside Neighborhood House</b>	<b>210,000</b>	<b>-</b>	<b>-</b>	<b>210,000</b>
<b><u>MEF-SMMHS Tennis Project</u></b>					
141-5-427-0210-4-76100-570710-0000-0000	Building Improvements - Ed Cap - SMMHS	-	88,519	-	88,519
	<b>Total 76100 - Capital Outlay</b>	<b>-</b>	<b>88,519</b>	<b>-</b>	<b>88,519</b>
	<b>Total MEF-SMMHS Tennis Project</b>	<b>-</b>	<b>88,519</b>	<b>-</b>	<b>88,519</b>
	<b>TOTAL BUDGET</b>	<b>228,204</b>	<b>88,519</b>	<b>-</b>	<b>316,723</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 HAMILTON COUNTY GOVERNMENT FUNDS  
 BUDGET FISCAL YEAR 2024-2025**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			
		1/16/2025	INCREASE	DECREASE	AMENDED BUDGET 6/12/2025
141-5-435-0000-0-00000-481300-0000-0000-435	Other Government Contributions	34,135,395	35,000		34,170,395
	<b>Total Source of Funds</b>	<b>34,135,395</b>	<b>35,000</b>	<b>-</b>	<b>34,170,395</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	75,000	-	-	75,000
<b>76100</b>	Capital Outlay	34,060,395	394,478	(359,478)	34,095,395
	<b>Total Use of Funds</b>	<b>34,135,395</b>	<b>394,478</b>	<b>(359,478)</b>	<b>34,170,395</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			
		1/16/2025	INCREASE	DECREASE	AMENDED BUDGET 6/12/2025
<b>40 Mentor Program</b>					
141-5-435-0000-0-71100-519610-0000-9320-435	In Service/Stipends	64,683			64,683
141-5-435-0000-0-71100-520110-0000-9320-435	Social Security	4,010			4,010
141-5-435-0000-0-71100-520410-0000-9320-435	State Retirement	4,073			4,073
141-5-435-0000-0-71100-521210-0000-9320-435	Medicare	938			938
141-5-435-0000-0-71100-521710-0000-9320-435	State Retirement Stabilization Rate	1,296			1,296
	<b>Total 71100 - Regular Instruction</b>	<b>75,000</b>	<b>-</b>	<b>-</b>	<b>75,000</b>
<b>Building Projects-Tyner and Howard</b>					
141-5-435-0137-3-76100-570610-0000-0000-435	Building Construction - Ed Cap-Howard	697,428			697,428
141-5-435-0237-3-76100-570610-0000-0000-435	Building Construction - Ed Cap-Tyner	1,514,967			1,514,967
141-5-435-0210-4-76100-570710-0000-0000-435	Building Construction - Ed Cap-SMMHS	-	35,000		35,000
	<b>Total 76100 - Capital Outlay</b>	<b>2,212,395</b>	<b>35,000</b>	<b>-</b>	<b>2,247,395</b>
<b>Deferred Maintenance</b>					
<b>District 1</b>					
141-5-435-0196-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sequoyah Roof	3,500,000			3,500,000
141-5-435-0196-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sequoyah Fans	50,000			50,000
141-5-435-0190-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sale Creek Chiller	38,000	468		38,468
141-5-435-0190-4-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -Sale Creek Bleachers	300,000			300,000
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -SDHS Security	60,000			60,000
141-5-435-0220-3-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -SDHS Brick Repair	1,200,000			1,200,000
141-5-435-0147-1-76100-570710-0000-1201-A09	Building Improvements - Ed Cap -NHES Roof	800,000			800,000
	<b>Total 76100 - Capital Outlay - District 1</b>	<b>5,948,000</b>	<b>468</b>	<b>-</b>	<b>5,948,468</b>
<b>District 2</b>					
141-5-435-0171-1-76100-570710-0000-1202-A09	Building Improvements - Ed Cap -RBE-Partial Roof	120,000			120,000
141-5-435-0240-1-76100-570710-0000-1202-A09	Building Improvements - Ed Cap -Thrasher-Chiller	400,000			400,000
141-5-435-0210-4-76100-570710-0000-1202-A09	Building Improvements - Ed Cap - SMMHS Track Resur	550,000			550,000
141-5-435-0210-4-76100-570710-0000-1202-A09	Building Improvements - Ed Cap -SMMHS Turf Field	1,200,000		(13,336)	1,186,664
	<b>Total 76100 - Capital Outlay - District 2</b>	<b>2,270,000</b>	<b>-</b>	<b>(13,336)</b>	<b>2,256,664</b>
<b>District 3</b>					
141-5-435-0128-3-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Hixson High-Chiller	280,000			280,000
141-5-435-0019-1-76100-570710-0000-1203-A09	Building Improvements - Ed Cap -Big Ridge-Chiller	380,000			380,000
	<b>Total 76100 - Capital Outlay - District 3</b>	<b>660,000</b>	<b>-</b>	<b>-</b>	<b>660,000</b>
<b>District 4</b>					
141-5-435-0046-4-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -CSAS Auditorium Roof	120,000			120,000
141-5-435-0200-2-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -OKMS Bleachers	180,000	2,768		182,768
141-5-435-0200-2-76100-570710-0000-1204-A09	Building Improvements - Ed Cap -OKMS HVAC	6,000,000			6,000,000
	<b>Total 76100 - Capital Outlay - District 4</b>	<b>6,300,000</b>	<b>2,768</b>	<b>-</b>	<b>6,302,768</b>
<b>District 5</b>					
141-5-435-0245-1-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Woodmore Shingle Roof	95,000			95,000
141-5-435-0245-1-76100-570710-0000-1205-A09	Building Improvements - Ed Cap -Woodmore-Boiler	200,000			200,000
	<b>Total 76100 - Capital Outlay - District 5</b>	<b>295,000</b>	<b>-</b>	<b>-</b>	<b>295,000</b>
<b>District 6</b>					
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Fencing	150,000			150,000
141-5-435-0041-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -NPMMS Fire Alarm	60,000	11,174		71,174
141-5-435-0175-3-76100-570710-0000-1206-A09	Building Improvements - Ed Cap - RBHS Renovation	250,000	169,802		419,802
141-5-435-0175-3-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -RBHS Elevator	80,000			80,000
141-5-435-0045-4-76100-570710-0000-1206-A09	Building Improvements - Ed Cap -CCA Theatre Seating	500,000			500,000
	<b>Total 76100 - Capital Outlay - District 6</b>	<b>1,040,000</b>	<b>180,976</b>	<b>-</b>	<b>1,220,976</b>

**District 7**

141-5-435-0059-3-76100-570710-0000-1207-A09	Building Improvements - Ed Cap - EHHS Parking Lot	20,000		20,000
141-5-435-0059-3-76100-570710-0000-1207-A09	Building Improvements - Ed Cap -EHHS Stadium/Turf	2,150,000	175,266	2,325,266
	<b>Total 76100 - Capital Outlay - District 7</b>	<b>2,170,000</b>	<b>175,266</b>	<b>- 2,345,266</b>

**District 8**

141-5-435-0070-3-76100-570710-0000-1208-A09	Building Improvements - Ed Cap - ERHS Ceiling Demo	750,000		750,000
141-5-435-0070-3-76100-570710-0000-1208-A09	Building Improvements - Ed Cap - ERHS Softball Field	500,000		500,000
141-5-435-0070-3-76100-539990-0000-1208-A09	Other Contracted Services - ERHS Gym Floor/Paint	80,000		80,000
	<b>Total 76100 - Capital Outlay - District 8</b>	<b>1,330,000</b>	<b>-</b>	<b>- 1,330,000</b>

**District 9**

141-5-435-0100-2-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Hunter Baseball Fld	265,000		265,000
141-5-435-0040-3-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Central Bleachers	500,000		500,000
141-5-435-0215-1-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Snow Hill Chiller	380,000		380,000
141-5-435-0215-1-76100-570710-0000-1209-A09	Building Improvements - Ed Cap - Snow Hill Roof/Addit	1,300,000		1,300,000
	<b>Total 76100 - Capital Outlay - District 9</b>	<b>2,445,000</b>	<b>-</b>	<b>- 2,445,000</b>

**District 10**

141-5-435-0160-3-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - OHS Chiller	220,000		220,000
141-5-435-0160-3-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - OHS Track	1,400,000	(161,930)	1,238,070
141-5-435-0160-3-76100-539990-0000-1210-A09	Other Contracted Services - OHS Sand Gym Floor	40,000		40,000
141-5-435-0017-1-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - BTES Roof	225,000		225,000
141-5-435-0017-1-76100-570710-0000-1210-A09	Building Improvements - Ed Cap - BTES Controls	250,000		250,000
	<b>Total 76100 - Capital Outlay - District 10</b>	<b>2,135,000</b>	<b>- (161,930)</b>	<b>1,973,070</b>

**District 11**

141-5-435-0064-2-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - ELA EPDM Roof	800,000		800,000
141-5-435-0137-3-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Howard High-Settling	500,000		500,000
141-5-435-0125-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Lkt Mtn Cafeteria Roof	300,000		300,000
141-5-435-0125-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - Lkt Mtn Controls	265,000		265,000
141-5-435-0165-4-76100-539990-0000-1211-A09	Other Contracted Services - LVMHS Gym Floor	40,000		40,000
141-5-435-0165-4-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - LVMHS Wallpacks	1,500,000		1,500,000
141-5-435-0241-1-76100-570710-0000-1211-A09	Building Improvements - Ed Cap - LVE Roof,Ceiling	1,000,000		1,000,000
	<b>Total 76100 - Capital Outlay - District 11</b>	<b>4,405,000</b>	<b>-</b>	<b>- 4,405,000</b>

**District Projects**

141-5-435-0000-0-76100-570710-0000-1212-A09	Building Improvements - Ed Cap - Service Center Roof	500,000		500,000
141-5-435-0000-0-76100-539990-0000-1212-A09	Other Contracted Services - CSLA/Dawn Demo	1,300,000	(184,212)	1,115,788
141-5-435-6000-0-76100-539990-0000-1212-A09	Other Contracted Services - System Wide Painting	1,000,000		1,000,000
141-5-435-6000-0-76100-570710-0000-1212-A09	Building Improvements - Ed Cap - System Wide Alarms	50,000		50,000
	<b>Total 76100 - Capital Outlay - District Wide</b>	<b>2,850,000</b>	<b>- (184,212)</b>	<b>2,665,788</b>

**Total Deferred Maintenance Phase 1**

<b>31,848,000</b>	<b>359,478</b>	<b>(359,478)</b>	<b>31,848,000</b>
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**TOTAL BUDGET**

<b>34,135,395</b>	<b>394,478</b>	<b>(359,478)</b>	<b>34,170,395</b>
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HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 SCHOOL PAID POSITIONS  
 BUDGET FISCAL YEAR 2024-2025

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-492-0000-0-00000-445700-0000-0000	Contributions & Gifts	1,046,886	1,200		1,048,086
	<b>Total Source of Funds</b>	<b>1,046,886</b>	<b>1,200</b>	<b>-</b>	<b>1,048,086</b>

**USE OF FUNDS SUMMARY**

<b>71100</b>	Regular Instruction	869,488			869,488
<b>71200</b>	Special Education Instruction	22,167	-	-	22,167
<b>72130</b>	Other Student Support	3,500	-	-	3,500
<b>72410</b>	Clerical Personnel	15,000	1,200		16,200
<b>73400</b>	Early Childhood Education	136,731	-	-	136,731
	<b>Total Use of Funds</b>	<b>1,046,886</b>	<b>1,200</b>	<b>-</b>	<b>1,048,086</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		5/8/2025	INCREASE	DECREASE	6/12/2025
<b>Big Ridge Elementary</b>					
141-5-492-0019-1-71100-513450-PWOB-0000	Other Instruction Personnel	11,705			11,705
141-5-492-0019-1-71100-520110-PWOB-0000	Social Security	725			725
141-5-492-0019-1-71100-521210-PWOB-0000	Employer Medicare	170			170
	<b>Total 71100 - Regular Instruction</b>	<b>12,600</b>	<b>-</b>	<b>-</b>	<b>12,600</b>
	<b>Total Big Ridge Elementary</b>	<b>12,600</b>	<b>-</b>	<b>-</b>	<b>12,600</b>
<b>Normal Park Museum Magnet</b>					
141-5-492-0041-4-71100-513450-PBEN-0000	Other Instruction Personnel	9,300			9,300
141-5-492-0041-4-71100-513450-PWOB-0000	Other Instruction Personnel	36,013			36,013
141-5-492-0041-4-71100-516310-PBEN-0000	Educational Assistant	16,500			16,500
141-5-492-0041-4-71100-520110-PBEN-0000	Social Security	1,848			1,848
141-5-492-0041-4-71100-520110-PWOB-0000	Social Security	2,416			2,416
141-5-492-0041-4-71100-520410-PBEN-0000	State Retirement	3,785			3,785
141-5-492-0041-4-71100-520610-PBEN-0000	Life Insurance	40			40
141-5-492-0041-4-71100-520710-PBEN-0000	Medical Insurance	10,634			10,634
141-5-492-0041-4-71100-520810-PBEN-0000	Dental Insurance	325			325
141-5-492-0041-4-71100-521010-PBEN-0000	Unemployment	14			14
141-5-492-0041-4-71100-521210-PBEN-0000	Employer Medicare	432			432
141-5-492-0041-4-71100-521210-PWOB-0000	Employer Medicare	571			571
141-5-492-0041-4-71100-521710-PBEN-0000	State Retirement Hybrid	596			596
141-5-492-0041-4-71100-529910-PBEN-0000	Long Term Disability	45			45
141-5-492-0041-4-71100-529930-PBEN-0000	Short Term Disability	55			55
	<b>Total 71100 - Regular Instruction</b>	<b>82,574</b>	<b>-</b>	<b>-</b>	<b>82,574</b>
141-5-492-0041-6-73400-516330-PBEN-0000	Educational Assistant	28,900			28,900
141-5-492-0041-6-73400-520110-PBEN-0000	Social Security	1,792			1,792
141-5-492-0041-6-73400-520410-PBEN-0000	State Retirement	3,670			3,670
141-5-492-0041-6-73400-520610-PBEN-0000	Life Insurance	40			40
141-5-492-0041-6-73400-520710-PBEN-0000	Medical Insurance	10,634			10,634
141-5-492-0041-6-73400-520810-PBEN-0000	Dental Insurance	325			325
141-5-492-0041-6-73400-521010-PBEN-0000	Unemployment	14			14
141-5-492-0041-6-73400-521210-PBEN-0000	Employer Medicare	419			419
141-5-492-0041-6-73400-521710-PBEN-0000	State Retirement Hybrid	578			578
141-5-492-0041-6-73400-529910-PBEN-0000	Long Term Disability	43			43
141-5-492-0041-6-73400-529930-PBEN-0000	Short Term Disability	53			53
141-5-492-0041-6-73400-5116D0-PBEN-0000	Teacher - Pre-K	67,000			67,000
141-5-492-0041-6-73400-520110-PBEN-0000	Social Security	4,154			4,154
141-5-492-0041-6-73400-520410-PBEN-0000	State Retirement	5,561			5,561
141-5-492-0041-6-73400-520610-PBEN-0000	Life Insurance	40			40
141-5-492-0041-6-73400-520710-PBEN-0000	Medical Insurance	10,634			10,634
141-5-492-0041-6-73400-520810-PBEN-0000	Dental Insurance	325			325
141-5-492-0041-6-73400-521010-PBEN-0000	Unemployment	14			14
141-5-492-0041-6-73400-521210-PBEN-0000	Employer Medicare	972			972
141-5-492-0041-6-73400-521710-PBEN-0000	State Retirement Hybrid	1,340			1,340
141-5-492-0041-6-73400-529910-PBEN-0000	Long Term Disability	101			101
141-5-492-0041-6-73400-529930-PBEN-0000	Short Term Disability	122			122
	<b>Total 73400 - Early Childhood Education</b>	<b>136,731</b>	<b>-</b>	<b>-</b>	<b>136,731</b>
	<b>Total Normal Park Museum Magnet</b>	<b>219,305</b>	<b>-</b>	<b>-</b>	<b>219,305</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 5/8/2025	INCREASE	DECREASE	AMENDED BUDGET 6/12/2025
<b>CCA</b>					
141-5-492-0045-4-71100-511610-PBEN-0000	Teacher	8,521			8,521
141-5-492-0045-4-71100-520110-PBEN-0000	Social Security	580			580
141-5-492-0045-4-71100-520410-PBEN-0000	State Retirement	786			786
141-5-492-0045-4-71100-520610-PBEN-0000	Life Insurance	5			5
141-5-492-0045-4-71100-520710-PBEN-0000	Medical Insurance	1,277			1,277
141-5-492-0045-4-71100-520810-PBEN-0000	Dental Insurance	39			39
141-5-492-0045-4-71100-521010-PBEN-0000	Unemployment	2			2
141-5-492-0045-4-71100-521210-PBEN-0000	Employer Medicare	89			89
141-5-492-0045-4-71100-521710-PBEN-0000	State Retirement Hybrid	123			123
141-5-492-0045-4-71100-529910-PBEN-0000	Other Fringe Benefits	10			10
141-5-492-0045-4-71100-529930-PBEN-0000	Short Term Disability	12			12
	<b>Total 71100 - Regular Instruction</b>	<b>11,444</b>	<b>-</b>	<b>-</b>	<b>11,444</b>
141-5-492-0045-4-72410-518990-PWOB-0000	Other Salaries	-	1,200		1,200
	<b>Total 72410 - Office of the Principal</b>	<b>-</b>	<b>1,200</b>	<b>-</b>	<b>1,200</b>
	<b>Total CCA</b>	<b>11,444</b>	<b>1,200</b>	<b>-</b>	<b>12,644</b>
<b>Daisy Elementary</b>					
141-5-492-0050-1-71100-513450-PWOB-0000	Other Instruction Personnel	18,393			18,393
141-5-492-0050-1-71100-520110-PWOB-0000	Social Security	1,140			1,140
141-5-492-0050-1-71100-521210-PWOB-0000	Employer Medicare	267			267
	<b>Total 71100 - Regular Instruction</b>	<b>19,800</b>	<b>-</b>	<b>-</b>	<b>19,800</b>
	<b>Total Daisy Elementary</b>	<b>19,800</b>	<b>-</b>	<b>-</b>	<b>19,800</b>
<b>Lookout Mountain Elementary</b>					
141-5-492-0125-1-71100-511610-PBEN-0000	Teacher	75,000			75,000
141-5-492-0125-1-71100-516310-PBEN-0000	Educational Assistant	148,500			148,500
141-5-492-0125-1-71100-513450-PWOB-0000	Other Instruction Personnel	37,500			37,500
141-5-492-0125-1-71100-516310-PWOB-0000	Educational Assistant	-			-
141-5-492-0125-1-71100-520110-PBEN-0000	Social Security	13,702			13,702
141-5-492-0125-1-71100-520110-PWOB-0000	Social Security	2,480			2,480
141-5-492-0125-1-71100-520410-PBEN-0000	State Retirement	18,417			18,417
141-5-492-0125-1-71100-520610-PBEN-0000	Life Insurance	240			240
141-5-492-0125-1-71100-520710-PBEN-0000	Medical Insurance	63,804			63,804
141-5-492-0125-1-71100-520810-PBEN-0000	Dental Insurance	1,950			1,950
141-5-492-0125-1-71100-521010-PBEN-0000	Unemployment	84			84
141-5-492-0125-1-71100-521210-PBEN-0000	Employer Medicare	3,205			3,205
141-5-492-0125-1-71100-521210-PWOB-0000	Employer Medicare	580			580
141-5-492-0125-1-71100-521710-PBEN-0000	State Retirement Hybrid	7,840			7,840
141-5-492-0125-1-71100-529910-PBEN-0000	Other Fringe Benefits	337			337
141-5-492-0125-1-71100-529930-PBEN-0000	Short Term Disability	410			410
	<b>Total 71100 - Regular Instruction</b>	<b>374,049</b>	<b>-</b>	<b>-</b>	<b>374,049</b>
	<b>Total Lookout Mountain Elementary</b>	<b>374,049</b>	<b>-</b>	<b>-</b>	<b>374,049</b>
<b>Hixson Middle School</b>					
141-5-492-0129-2-71100-513450-PWOB-0000	Other Instruction Personnel	2,787			2,787
141-5-492-0129-2-71100-520110-PWOB-0000	Social Security	173			173
141-5-492-0129-2-71100-521210-PWOB-0000	Employer Medicare	40			40
	<b>Total 71100 - Regular Instruction</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>3,000</b>
	<b>Total Hixson Middle</b>	<b>3,000</b>	<b>-</b>	<b>-</b>	<b>3,000</b>
<b>Nolan Elementary</b>					
141-5-492-0149-1-71100-513450-PWOB-0000	Other Instruction Personnel	100,765			100,765
141-5-492-0149-1-71100-520110-PWOB-0000	Social Security	6,248			6,248
141-5-492-0149-1-71100-521210-PWOB-0000	Employer Medicare	1,461			1,461
	<b>Total 71100 - Regular Instruction</b>	<b>109,114</b>	<b>-</b>	<b>-</b>	<b>109,114</b>
	<b>Total Nolan Elementary</b>	<b>109,114</b>	<b>-</b>	<b>-</b>	<b>109,114</b>

ACCOUNT CODE	DESCRIPTION	AMENDED BUDGET 5/8/2025	INCREASE	DECREASE	AMENDED BUDGET 6/12/2025
<b>Signal Mountain Middle/High</b>					
141-5-492-0210-4-71100-511610-PBEN-0000	Teacher	103,503			103,503
141-5-492-0210-4-71100-513450-PWOB-0000	Other Instruction Personnel	36,675			36,675
141-5-492-0210-4-71100-520110-PWOB-0000	Social Security	1,847			1,847
141-5-492-0210-4-71100-520110-PBEN-0000	Social Security	6,724			6,724
141-5-492-0210-4-71100-520410-PBEN-0000	State Retirement	8,676			8,676
141-5-492-0210-4-71100-520610-PBEN-0000	Life Insurance	80			80
141-5-492-0210-4-71100-520710-PBEN-0000	Medical Insurance	21,518			21,518
141-5-492-0210-4-71100-520810-PBEN-0000	Dental Insurance	650			650
141-5-492-0210-4-71100-521010-PBEN-0000	Unemployment	28			28
141-5-492-0210-4-71100-521210-PBEN-0000	Employer Medicare	1,579			1,579
141-5-492-0210-4-71100-521210-PWOB-0000	Employer Medicare	1,309			1,309
141-5-492-0210-4-71100-521710-PBEN-0000	State Retirement Hybrid	2,040			2,040
141-5-492-0210-4-71100-529910-PBEN-0000	Other Fringe Benefits	154			154
141-5-492-0210-4-71100-529930-PBEN-0000	Short Term Disability	186			186
	<b>Total 71100 - Regular Instruction</b>	<b>184,969</b>	<b>-</b>	<b>-</b>	<b>184,969</b>
141-5-492-0210-4-71200-516340-PBEN-0000	Educational Assistant - Ex Ed (.5)	13,891			13,891
141-5-492-0210-4-71200-520110-PBEN-0000	Social Security	815			815
141-5-492-0210-4-71200-520410-PBEN-0000	State Retirement	1,406			1,406
141-5-492-0210-4-71200-520610-PBEN-0000	Life Insurance	20			20
141-5-492-0210-4-71200-520710-PBEN-0000	Medical Insurance	5,367			5,367
141-5-492-0210-4-71200-520810-PBEN-0000	Dental Insurance	163			163
141-5-492-0210-4-71200-521010-PBEN-0000	Unemployment	7			7
141-5-492-0210-4-71200-521210-PBEN-0000	Employer Medicare	191			191
141-5-492-0210-4-71200-521710-PBEN-0000	State Retirement Hybrid	263			263
141-5-492-0210-4-71200-529910-PBEN-0000	Other Fringe Benefits	20			20
141-5-492-0210-4-71200-529930-PBEN-0000	Short Term Disability	24			24
	<b>Total 71200 - Special Education Instruction</b>	<b>22,167</b>	<b>-</b>	<b>-</b>	<b>22,167</b>
141-5-492-0210-4-72410-516210-PWOB-0000	Clerical Personnel	13,934			13,934
141-5-492-0210-4-72410-520110-PWOB-0000	Social Security	864			864
141-5-492-0210-4-72410-521210-PWOB-0000	Employer Medicare	202			202
	<b>Total 72410 - Clerical Personnel</b>	<b>15,000</b>	<b>-</b>	<b>-</b>	<b>15,000</b>
	<b>Total Signal Mountain Middle/High</b>	<b>222,136</b>	<b>-</b>	<b>-</b>	<b>222,136</b>
<b>Soddy Elementary</b>					
141-5-492-0230-1-72130-516420-PWOB-0000	Attendants - Cafeteria	3,251			3,251
141-5-492-0230-1-72130-520110-PWOB-0000	Social Security	202			202
141-5-492-0230-1-72130-521210-PWOB-0000	Employer Medicare	47			47
	<b>Total 72130 - Other Student Support</b>	<b>3,500</b>	<b>-</b>	<b>-</b>	<b>3,500</b>
	<b>Total Soddy Elementary</b>	<b>3,500</b>	<b>-</b>	<b>-</b>	<b>3,500</b>
<b>Thrasher Elementary</b>					
141-5-492-0240-1-71100-511610-PBEN-0000	Teacher	26,700			26,700
141-5-492-0240-1-71100-513450-PWOB-0000	Other Instruction Personnel	25,294			25,294
141-5-492-0240-1-71100-520110-PWOB-0000	Social Security	1,683			1,683
141-5-492-0240-1-71100-520110-PBEN-0000	Social Security	1,621			1,621
141-5-492-0240-1-71100-520410-PBEN-0000	State Retirement	3,321			3,321
141-5-492-0240-1-71100-520610-PBEN-0000	Life Insurance	20			20
141-5-492-0240-1-71100-520710-PBEN-0000	Medical Insurance	5,317			5,317
141-5-492-0240-1-71100-520810-PBEN-0000	Dental Insurance	163			163
141-5-492-0240-1-71100-521010-PBEN-0000	Unemployment	7			7
141-5-492-0240-1-71100-521210-PWOB-0000	Employer Medicare	323			323
141-5-492-0240-1-71100-521210-PBEN-0000	Employer Medicare	379			379
141-5-492-0240-1-71100-521710-PBEN-0000	State Retirement Hybrid	523			523
141-5-492-0240-1-71100-529910-PBEN-0000	Other Fringe Benefits	39			39
141-5-492-0240-1-71100-529930-PBEN-0000	Short Term Disability	48			48
	<b>Total 71100 - Regular Instruction</b>	<b>65,438</b>	<b>-</b>	<b>-</b>	<b>65,438</b>
	<b>Total Thrasher Elementary</b>	<b>65,438</b>	<b>-</b>	<b>-</b>	<b>65,438</b>
<b>Westview Elementary</b>					
141-5-492-0265-1-71100-513450-PWOB-0000	Other Instruction Personnel	6,038			6,038
141-5-492-0265-1-71100-520110-PWOB-0000	Social Security	374			374
141-5-492-0265-1-71100-521210-PWOB-0000	Employer Medicare	88			88
	<b>Total 71100 - Regular Instruction</b>	<b>6,500</b>	<b>-</b>	<b>-</b>	<b>6,500</b>
	<b>Total Westview Elementary</b>	<b>6,500</b>	<b>-</b>	<b>-</b>	<b>6,500</b>
	<b>TOTAL BUDGET</b>	<b>1,046,886</b>	<b>1,200</b>	<b>-</b>	<b>1,048,086</b>

**HAMILTON COUNTY DEPARTMENT OF EDUCATION  
 SELF-FUNDED PROGRAMS  
 SCHOOL AGE CHILD CARE  
 BUDGET FISCAL YEAR 2024-2025**

**SOURCE OF FUNDS SUMMARY**

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0000-0-00000-435810-0000-0000	Community Service Fee Day Care	4,403,580			4,403,580
141-5-824-0000-0-00000-441100-0000-0000	Interest Earned	1,000			1,000
	<b>Total Source of Funds</b>	<b>4,404,580</b>	<b>-</b>	<b>-</b>	<b>4,404,580</b>

**USE OF FUNDS SUMMARY**

<b>73300</b> Community Services	4,404,580	122,805	(122,805)	4,404,580
<b>Total Use of Funds</b>	<b>4,404,580</b>	<b>122,805</b>	<b>(122,805)</b>	<b>4,404,580</b>

**USE OF FUNDS DETAIL**

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0000-0-73300-510510-PBEN-0000	Manager Community Service	115,624			115,624
141-5-824-0000-0-73300-516210-PBEN-0000	Clerical Personnel - Community Service	308,178			308,178
141-5-824-0000-0-73300-519610-0000-0000	In Service/Stipends	75,000			75,000
141-5-824-0000-0-73300-520110-PBEN-0000	Social Security	26,276			26,276
141-5-824-0000-0-73300-520110-0000-0000	Social Security	4,650			4,650
141-5-824-0000-0-73300-520410-PBEN-0000	State Retirement	53,823	5,397		59,220
141-5-824-0000-0-73300-520410-0000-0000	State Retirement	9,525			9,525
141-5-824-0000-0-73300-520610-PBEN-0000	Life Insurance	240			240
141-5-824-0000-0-73300-520710-PBEN-0000	Medical Insurance	69,834			69,834
141-5-824-0000-0-73300-520810-PBEN-0000	Dental Insurance	1,962			1,962
141-5-824-0000-0-73300-521010-PBEN-0000	Unemployment Compensation	102			102
141-5-824-0000-0-73300-521210-PBEN-0000	Employer Medicare	6,145			6,145
141-5-824-0000-0-73300-521210-0000-0000	Employer Medicare	1,088			1,088
141-5-824-0000-0-73300-521710-PBEN-0000	State Retirement Hybrid	8,476		(5,970)	2,506
141-5-824-0000-0-73300-521710-0000-0000	State Retirement Hybrid	1,500			1,500
141-5-824-0000-0-73300-529910-PBEN-0000	Long Term Disability	698			698
141-5-824-0000-0-73300-529930-PBEN-0000	Short Term Disability	847			847
141-5-824-0000-0-73300-530710-0000-0000	Telephone	6,000			6,000
141-5-824-0000-0-73300-533610-0000-0000	Maint & Repairs - Equipment	1,000			1,000
141-5-824-0000-0-73300-535510-0000-0000	Travel	10,000			10,000
141-5-824-0000-0-73300-539910-0000-0000	Copier Lease/Maint	15,000			15,000
141-5-824-0000-0-73300-539940-0000-0000	Contracted Printing	5,000			5,000
141-5-824-0000-0-73300-539990-0000-0000	Other Contracted Services	105,000	14,500		119,500
141-5-824-0000-0-73300-543510-0000-0000	Office Supplies	5,000			5,000
141-5-824-0000-0-73300-549990-0000-0000	Other Supplies And Materials	250,000			250,000
141-5-824-0000-0-73300-552410-0000-0000	In Service/Staff Development	25,000			25,000
141-5-824-0000-0-73300-559990-0000-0000	Other Charges	50,000			50,000
141-5-824-0000-0-73300-579010-0000-0000	Equipment - Other	192,977			192,977
	<b>Total SACC-Office &amp; SACC Benefits</b>	<b>1,348,945</b>	<b>19,897</b>	<b>(5,970)</b>	<b>1,362,872</b>
141-5-824-0005-1-73300-516910-PWOB-0000	Part-Time - No Benefits	68,586			68,586
141-5-824-0005-1-73300-518930-PBEN-0000	Site Director	48,547			48,547
141-5-824-0005-1-73300-520110-PBEN-0000	Social Security	3,009			3,009
141-5-824-0005-1-73300-520110-PWOB-0000	Social Security	4,252			4,252
141-5-824-0005-1-73300-521210-PBEN-0000	Employer Medicare	704			704
141-5-824-0005-1-73300-521210-PWOB-0000	Employer Medicare	994			994
141-5-824-0005-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0005-1-73300-559990-0000-0000	Other Charges	1,230			1,230
	<b>Total SACC - Allen Elementary</b>	<b>132,322</b>	<b>-</b>	<b>-</b>	<b>132,322</b>
141-5-824-0010-1-73300-516910-PWOB-0000	Part-Time - No Benefits	23,833			23,833
141-5-824-0010-1-73300-518930-PWOB-0000	Site Director	28,563			28,563
141-5-824-0010-1-73300-520110-PWOB-0000	Social Security	3,250			3,250
141-5-824-0010-1-73300-521210-PWOB-0000	Employer Medicare	760			760
141-5-824-0010-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0010-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Alpine Crest Elementary</b>	<b>62,406</b>	<b>-</b>	<b>-</b>	<b>62,406</b>

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0013-1-73300-516910-PWOB-0000	Part-Time - No Benefits	27,730			27,730
141-5-824-0013-1-73300-518930-PWOB-0000	Site Director	26,000			26,000
141-5-824-0013-1-73300-520110-PWOB-0000	Social Security	3,532			3,532
141-5-824-0013-1-73300-521210-PWOB-0000	Employer Medicare	780			780
141-5-824-0013-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0013-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Apison Elementary</b>	<b>64,042</b>	<b>-</b>	<b>-</b>	<b>64,042</b>
141-5-824-0016-1-73300-516910-PWOB-0000	Part-Time - No Benefits	94,588			94,588
141-5-824-0016-1-73300-518930-PBEN-0000	Site Director	52,833			52,833
141-5-824-0016-1-73300-520110-PBEN-0000	Social Security	3,276			3,276
141-5-824-0016-1-73300-520110-PWOB-0000	Social Security	5,864			5,864
141-5-824-0016-1-73300-520410-PBEN-0000	State Retirement	6,710		(3,250)	3,460
141-5-824-0016-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0016-1-73300-520710-PBEN-0000	Medical Insurance	10,634			10,634
141-5-824-0016-1-73300-520810-PBEN-0000	Dental Insurance	325			325
141-5-824-0016-1-73300-521010-PBEN-0000	Unemployment Compensation	14			14
141-5-824-0016-1-73300-521210-PBEN-0000	Employer Medicare	766			766
141-5-824-0016-1-73300-521210-PWOB-0000	Employer Medicare	1,372			1,372
141-5-824-0016-1-73300-521710-PBEN-0000	State Retirement Hybrid	1,057		(750)	307
141-5-824-0016-1-73300-529910-PBEN-0000	Long Term Disability	79			79
141-5-824-0016-1-73300-529930-PBEN-0000	Short Term Disability	96			96
141-5-824-0016-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0016-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Battle Academy</b>	<b>183,654</b>	<b>-</b>	<b>(4,000)</b>	<b>179,654</b>
141-5-824-0017-1-73300-516910-PWOB-0000	Part-Time - No Benefits	14,231			14,231
141-5-824-0017-1-73300-518930-PWOB-0000	Site Director	30,017	7,000		37,017
141-5-824-0017-1-73300-520110-PWOB-0000	Social Security	2,743	434		3,177
141-5-824-0017-1-73300-521210-PWOB-0000	Employer Medicare	642	101		743
141-5-824-0017-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0017-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Shepherd Elementary</b>	<b>53,633</b>	<b>7,535</b>	<b>-</b>	<b>61,168</b>
141-5-824-0019-1-73300-516910-PWOB-0000	Part-Time - No Benefits	42,999			42,999
141-5-824-0019-1-73300-518930-PBEN-0000	Site Director	44,998			44,998
141-5-824-0019-1-73300-520110-PBEN-0000	Social Security	2,785			2,785
141-5-824-0019-1-73300-520110-PWOB-0000	Social Security	2,665			2,665
141-5-824-0019-1-73300-520410-PBEN-0000	State Retirement	5,714		(2,000)	3,714
141-5-824-0019-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0019-1-73300-520710-PBEN-0000	Medical Insurance	11,000			11,000
141-5-824-0019-1-73300-520810-PBEN-0000	Dental Insurance	325			325
141-5-824-0019-1-73300-521010-PBEN-0000	Unemployment Compensation	17			17
141-5-824-0019-1-73300-521210-PBEN-0000	Employer Medicare	151	500		651
141-5-824-0019-1-73300-521210-PWOB-0000	Employer Medicare	652			652
141-5-824-0019-1-73300-521710-PBEN-0000	State Retirement Hybrid	900		(50)	850
141-5-824-0019-1-73300-529910-PBEN-0000	Long Term Disability	83			83
141-5-824-0019-1-73300-529930-PBEN-0000	Short Term Disability	101			101
141-5-824-0019-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0019-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Big Ridge Elementary</b>	<b>118,430</b>	<b>500</b>	<b>(2,050)</b>	<b>116,880</b>
141-5-824-0033-1-73300-516910-PWOB-0000	Part-Time - No Benefits	20,012			20,012
141-5-824-0033-1-73300-518930-PWOB-0000	Site Director	23,118	1,500		24,618
141-5-824-0033-1-73300-520110-PWOB-0000	Social Security	2,674	72		2,746
141-5-824-0033-1-73300-521210-PWOB-0000	Employer Medicare	625	22		647
141-5-824-0033-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0033-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Brown Academy</b>	<b>52,429</b>	<b>1,594</b>	<b>-</b>	<b>54,023</b>

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0041-4-73300-516910-PWOB-0411-	Part-Time - No Benefits	53,592			53,592
141-5-824-0041-4-73300-518930-PBEN-0411-	Site Director	45,423			45,423
141-5-824-0041-4-73300-520110-PBEN-0411-	Social Security	2,816			2,816
141-5-824-0041-4-73300-520110-PWOB-0411-	Social Security	3,323			3,323
141-5-824-0041-4-73300-520410-PBEN-0411-	State Retirement	5,769		(2,000)	3,769
141-5-824-0041-4-73300-520610-PBEN-0411-	Life Insurance	40			40
141-5-824-0041-4-73300-520710-PBEN-0411-	Medical Insurance	10,634			10,634
141-5-824-0041-4-73300-520810-PBEN-0411-	Dental Insurance	325			325
141-5-824-0041-4-73300-521010-PBEN-0411-	Unemployment Compensation	14			14
141-5-824-0041-4-73300-521210-PBEN-0411-	Employer Medicare	659			659
141-5-824-0041-4-73300-521210-PWOB-0411-	Employer Medicare	777			777
141-5-824-0041-4-73300-521710-PBEN-0411-	State Retirement Hybrid	908		(100)	808
141-5-824-0041-4-73300-529910-PBEN-0411-	Long Term Disability	88			88
141-5-824-0041-4-73300-529930-PBEN-0411-	Short Term Disability	106			106
141-5-824-0041-4-73300-549990-0000-0411	Other Supplies And Materials	5,000			5,000
141-5-824-0041-4-73300-559990-0000-0411	Other Charges	1,000			1,000
	<b>Total SACC - Normal Park Museum Magnet Lower</b>	<b>130,474</b>	<b>-</b>	<b>(2,100)</b>	<b>128,374</b>
141-5-824-0041-4-73300-516910-PWOB-0412-	Part-Time - No Benefits	24,358	3,000		27,358
141-5-824-0041-4-73300-518930-PWOB-0412-	Site Director	25,750		(2,500)	23,250
141-5-824-0041-4-73300-520110-PWOB-0412-	Social Security	3,107	30		3,137
141-5-824-0041-4-73300-521210-PWOB-0412-	Employer Medicare	727	10		737
141-5-824-0041-4-73300-549990-0000-0412	Other Supplies And Materials	5,000			5,000
141-5-824-0041-4-73300-559990-0000-0412	Other Charges	1,000			1,000
	<b>Total SACC - Normal Park Museum Magnet Upper</b>	<b>59,942</b>	<b>3,040</b>	<b>(2,500)</b>	<b>60,482</b>
141-5-824-0047-1-73300-516910-PWOB-0000	Part-Time - No Benefits	37,323			37,323
141-5-824-0047-1-73300-518930-PWOB-0000	Site Director	25,633			25,633
141-5-824-0047-1-73300-520110-PWOB-0000	Social Security	3,903			3,903
141-5-824-0047-1-73300-521210-PWOB-0000	Employer Medicare	913			913
141-5-824-0047-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0047-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Chattanooga School Arts/Science</b>	<b>73,772</b>	<b>-</b>	<b>-</b>	<b>73,772</b>
141-5-824-0050-1-73300-516910-PWOB-0000	Part-Time - No Benefits	34,743	8,000		42,743
141-5-824-0050-1-73300-518930-PWOB-0000	Site Director	30,673		(4,000)	26,673
141-5-824-0050-1-73300-520110-PWOB-0000	Social Security	4,056	250		4,306
141-5-824-0050-1-73300-521210-PWOB-0000	Employer Medicare	949	55		1,004
141-5-824-0050-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0050-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Daisy Elementary</b>	<b>76,421</b>	<b>8,305</b>	<b>(4,000)</b>	<b>80,726</b>
141-5-824-0051-1-73300-516910-PWOB-0000	Part-Time - No Benefits	33,866			33,866
141-5-824-0051-1-73300-518930-PWOB-0000	Site Director	34,354			34,354
141-5-824-0051-1-73300-520110-PWOB-0000	Social Security	4,230			4,230
141-5-824-0051-1-73300-521210-PWOB-0000	Employer Medicare	989			989
141-5-824-0051-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0051-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - McConnell Elementary</b>	<b>79,439</b>	<b>-</b>	<b>-</b>	<b>79,439</b>
141-5-824-0058-1-73300-516910-PWOB-0000	Part-Time - No Benefits	15,999	8,000		23,999
141-5-824-0058-1-73300-518930-PWOB-0000	Site Director	31,072			31,072
141-5-824-0058-1-73300-520110-PWOB-0000	Social Security	2,918	500		3,418
141-5-824-0058-1-73300-521210-PWOB-0000	Employer Medicare	683	115		798
141-5-824-0058-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0058-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Dupont Elementary</b>	<b>56,672</b>	<b>8,615</b>	<b>-</b>	<b>65,287</b>

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0062-1-73300-516910-PWOB-0000	Part-Time - No Benefits	81,242			81,242
141-5-824-0062-1-73300-518930-PBEN-0000	Site Director	52,435			52,435
141-5-824-0062-1-73300-520110-PBEN-0000	Social Security	3,251			3,251
141-5-824-0062-1-73300-520110-PWOB-0000	Social Security	5,037	350		5,387
141-5-824-0062-1-73300-520410-PBEN-0000	State Retirement	6,659		(2,500)	4,159
141-5-824-0062-1-73300-520610-PBEN-0000	Life Insurance	50			50
141-5-824-0062-1-73300-520710-PBEN-0000	Medical Insurance	13,900			13,900
141-5-824-0062-1-73300-520810-PBEN-0000	Dental Insurance	400			400
141-5-824-0062-1-73300-521010-PBEN-0000	Unemployment Compensation	22			22
141-5-824-0062-1-73300-521210-PBEN-0000	Employer Medicare	760			760
141-5-824-0062-1-73300-521210-PWOB-0000	Employer Medicare	1,178	100		1,278
141-5-824-0062-1-73300-521710-PBEN-0000	State Retirement Hybrid	1,049		(750)	299
141-5-824-0062-1-73300-529910-PBEN-0000	Long Term Disability	79			79
141-5-824-0062-1-73300-529930-PBEN-0000	Short Term Disability	95			95
141-5-824-0062-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0062-1-73300-559990-0000-0000	Other Charges	1,105			1,105
	<b>Total SACC - East Brainerd Elementary</b>	<b>172,262</b>	<b>450</b>	<b>(3,250)</b>	<b>169,462</b>
141-5-824-0065-1-73300-516910-PWOB-0000	Part-Time - No Benefits	60,107		(2,000)	58,107
141-5-824-0065-1-73300-518930-PBEN-0000	Site Director	47,544			47,544
141-5-824-0065-1-73300-520110-PBEN-0000	Social Security	2,948			2,948
141-5-824-0065-1-73300-520110-PWOB-0000	Social Security	3,727		(125)	3,602
141-5-824-0065-1-73300-520410-PBEN-0000	State Retirement	6,038			6,038
141-5-824-0065-1-73300-520610-PBEN-0000	Life Insurance	47			47
141-5-824-0065-1-73300-520710-PBEN-0000	Medical Insurance	13,239			13,239
141-5-824-0065-1-73300-520810-PBEN-0000	Dental Insurance	325			325
141-5-824-0065-1-73300-521010-PBEN-0000	Unemployment Compensation	20			20
141-5-824-0065-1-73300-521210-PBEN-0000	Employer Medicare	689			689
141-5-824-0065-1-73300-521210-PWOB-0000	Employer Medicare	872		(30)	842
141-5-824-0065-1-73300-521710-PBEN-0000	State Retirement Hybrid	951		(750)	201
141-5-824-0065-1-73300-529910-PBEN-0000	Long Term Disability	71			71
141-5-824-0065-1-73300-529930-PBEN-0000	Short Term Disability	123			123
141-5-824-0065-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0065-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - East Ridge Elementary</b>	<b>142,701</b>	<b>-</b>	<b>(2,905)</b>	<b>139,796</b>
141-5-824-0085-1-73300-516910-PWOB-0000	Part-Time - No Benefits	136,540		(2,000)	134,540
141-5-824-0085-1-73300-518930-PBEN-0000	Site Director	53,599			53,599
141-5-824-0085-1-73300-520110-PBEN-0000	Social Security	3,323			3,323
141-5-824-0085-1-73300-520110-PWOB-0000	Social Security	8,465		(120)	8,345
141-5-824-0085-1-73300-520410-PBEN-0000	State Retirement	6,804			6,804
141-5-824-0085-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0085-1-73300-520710-PBEN-0000	Medical Insurance	10,634			10,634
141-5-824-0085-1-73300-520810-PBEN-0000	Dental Insurance	325			325
141-5-824-0085-1-73300-521010-PBEN-0000	Unemployment Compensation	17			17
141-5-824-0085-1-73300-521210-PBEN-0000	Employer Medicare	777			777
141-5-824-0085-1-73300-521210-PWOB-0000	Employer Medicare	1,980		(30)	1,950
141-5-824-0085-1-73300-521710-PBEN-0000	State Retirement Hybrid	1,072		(825)	247
141-5-824-0085-1-73300-529910-PBEN-0000	Long Term Disability	80			80
141-5-824-0085-1-73300-529930-PBEN-0000	Short Term Disability	98			98
141-5-824-0085-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0085-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Middle Valley Elementary</b>	<b>229,754</b>	<b>-</b>	<b>(2,975)</b>	<b>226,779</b>
141-5-824-0090-1-73300-516910-PWOB-0000	Part-Time - No Benefits	42,427			42,427
141-5-824-0090-1-73300-518930-PWOB-0000	Site Director	32,602			32,602
141-5-824-0090-1-73300-520110-PWOB-0000	Social Security	4,652			4,652
141-5-824-0090-1-73300-521210-PWOB-0000	Employer Medicare	1,088			1,088
141-5-824-0090-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0090-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Harrison Elementary</b>	<b>86,769</b>	<b>-</b>	<b>-</b>	<b>86,769</b>
141-5-824-0097-1-73300-516910-PWOB-0000	Part-Time - No Benefits	14,458	350		14,808
141-5-824-0097-1-73300-518930-PWOB-0000	Site Director	30,118	1,200		31,318
141-5-824-0097-1-73300-520110-PWOB-0000	Social Security	2,764	95		2,859
141-5-824-0097-1-73300-521210-PWOB-0000	Employer Medicare	646	22		668
141-5-824-0097-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0097-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Barger Academy</b>	<b>53,986</b>	<b>1,667</b>	<b>-</b>	<b>55,653</b>

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET
		5/8/2025	INCREASE	DECREASE
141-5-824-0125-1-73300-516910-PWOB-0000	Part-Time - No Benefits	12,325		12,325
141-5-824-0125-1-73300-518930-PWOB-0000	Site Director	26,572	1,400	27,972
141-5-824-0125-1-73300-520110-PWOB-0000	Social Security	2,474	80	2,554
141-5-824-0125-1-73300-521210-PWOB-0000	Employer Medicare	579	20	599
141-5-824-0125-1-73300-549990-0000-0000	Other Supplies And Materials	5,000		5,000
141-5-824-0125-1-73300-559990-0000-0000	Other Charges	1,000		1,000
	<b>Total SACC - Lookout Mountain Elementary</b>	<b>47,950</b>	<b>1,500</b>	<b>-</b>
				<b>49,450</b>
141-5-824-0127-1-73300-516910-PWOB-0000	Part-Time - No Benefits	35,792		35,792
141-5-824-0127-1-73300-518930-PWOB-0000	Site Director	38,885		38,885
141-5-824-0127-1-73300-520110-PWOB-0000	Social Security	4,630		4,630
141-5-824-0127-1-73300-521210-PWOB-0000	Employer Medicare	1,083		1,083
141-5-824-0127-1-73300-549990-0000-0000	Other Supplies And Materials	5,000		5,000
141-5-824-0127-1-73300-559990-0000-0000	Other Charges	1,000		1,000
	<b>Total SACC - Hixson Elementary</b>	<b>86,390</b>	<b>-</b>	<b>-</b>
				<b>86,390</b>
141-5-824-0147-1-73300-516910-PWOB-0000	Part-Time - No Benefits	29,500		29,500
141-5-824-0147-1-73300-518930-PWOB-0000	Site Director	27,223		27,223
141-5-824-0147-1-73300-520110-PWOB-0000	Social Security	3,517		3,517
141-5-824-0147-1-73300-521210-PWOB-0000	Employer Medicare	822		822
141-5-824-0147-1-73300-549990-0000-0000	Other Supplies And Materials	5,000		5,000
141-5-824-0147-1-73300-559990-0000-0000	Other Charges	1,000		1,000
	<b>Total SACC - North Hamilton County Elementary</b>	<b>67,062</b>	<b>-</b>	<b>-</b>
				<b>67,062</b>
141-5-824-0148-1-73300-516910-PWOB-0000	Part-Time - No Benefits	20,511		20,511
141-5-824-0148-1-73300-518930-PWOB-0000	Site Director	27,297		27,297
141-5-824-0148-1-73300-520110-PWOB-0000	Social Security	2,902		2,902
141-5-824-0148-1-73300-521210-PWOB-0000	Employer Medicare	680		680
141-5-824-0148-1-73300-549990-0000-0000	Other Supplies And Materials	5,000		5,000
141-5-824-0148-1-73300-559990-0000-0000	Other Charges	1,000		1,000
	<b>Total SACC - Wolftever Creek Elementary</b>	<b>57,390</b>	<b>-</b>	<b>-</b>
				<b>57,390</b>
141-5-824-0149-1-73300-516910-PWOB-0000	Part-Time - No Benefits	27,251		27,251
141-5-824-0149-1-73300-518930-PBEN-0000	Site Director	43,955		-
141-5-824-0149-1-73300-518930-PWOB-0000	Site Director	-	43,955	43,955
141-5-824-0149-1-73300-520110-PBEN-0000	Social Security	2,725		(2,725)
141-5-824-0149-1-73300-520110-PWOB-0000	Social Security	1,690	2,725	4,415
141-5-824-0149-1-73300-520410-PBEN-0000	State Retirement	5,582		(5,582)
141-5-824-0149-1-73300-520610-PBEN-0000	Life Insurance	40		40
141-5-824-0149-1-73300-520710-PBEN-0000	Medical Insurance	10,634		(9,634)
141-5-824-0149-1-73300-520810-PBEN-0000	Dental Insurance	325		(125)
141-5-824-0149-1-73300-521010-PBEN-0000	Unemployment Compensation	14		14
141-5-824-0149-1-73300-521210-PBEN-0000	Employer Medicare	637		(637)
141-5-824-0149-1-73300-521210-PWOB-0000	Employer Medicare	395	937	1,332
141-5-824-0149-1-73300-521710-PBEN-0000	State Retirement Hybrid	879		(879)
141-5-824-0149-1-73300-529910-PBEN-0000	Long Term Disability	66		66
141-5-824-0149-1-73300-529930-PBEN-0000	Short Term Disability	80		80
141-5-824-0149-1-73300-549990-0000-0000	Other Supplies And Materials	5,000		5,000
141-5-824-0149-1-73300-559990-0000-0000	Other Charges	1,000		1,000
	<b>Total SACC - Nolan Elementary</b>	<b>100,273</b>	<b>47,617</b>	<b>(63,537)</b>
				<b>84,353</b>
141-5-824-0155-1-73300-516910-PWOB-0000	Part-Time - No Benefits	38,194		38,194
141-5-824-0155-1-73300-518930-PBEN-0000	Site Director	46,212		46,212
141-5-824-0155-1-73300-520110-PBEN-0000	Social Security	2,865		2,865
141-5-824-0155-1-73300-520110-PWOB-0000	Social Security	2,368	250	2,618
141-5-824-0155-1-73300-520410-PBEN-0000	State Retirement	5,869		(5,350)
141-5-824-0155-1-73300-520610-PBEN-0000	Life Insurance	40		40
141-5-824-0155-1-73300-520710-PBEN-0000	Medical Insurance	10,634		10,634
141-5-824-0155-1-73300-520810-PBEN-0000	Dental Insurance	325		325
141-5-824-0155-1-73300-521010-PBEN-0000	Unemployment Compensation	14		14
141-5-824-0155-1-73300-521210-PBEN-0000	Employer Medicare	670		670
141-5-824-0155-1-73300-521210-PWOB-0000	Employer Medicare	554	100	654
141-5-824-0155-1-73300-521710-PBEN-0000	State Retirement Hybrid	924		(630)
141-5-824-0155-1-73300-529910-PBEN-0000	Long Term Disability	69		69
141-5-824-0155-1-73300-529930-PBEN-0000	Short Term Disability	84		84
141-5-824-0155-1-73300-549990-0000-0000	Other Supplies And Materials	5,000		5,000
141-5-824-0155-1-73300-559990-0000-0000	Other Charges	1,000		1,000
	<b>Total SACC - Ooltewah Elementary</b>	<b>114,822</b>	<b>350</b>	<b>(5,980)</b>
				<b>109,192</b>

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET		AMENDED BUDGET	
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0162-4-73300-516910-PWOB-0000	Part-Time - No Benefits	32,614		(8,000)	24,614
141-5-824-0162-4-73300-518930-PWOB-0000	Site Director	34,148			34,148
141-5-824-0162-4-73300-520110-PWOB-0000	Social Security	4,139		(400)	3,739
141-5-824-0162-4-73300-521210-PWOB-0000	Employer Medicare	968		(100)	868
141-5-824-0162-4-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0162-4-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Chattanooga School for Liberal Arts</b>	<b>77,869</b>	<b>-</b>	<b>(8,500)</b>	<b>69,369</b>
141-5-824-0171-1-73300-516910-PWOB-0000	Part-Time - No Benefits	56,129			56,129
141-5-824-0171-1-73300-518930-PBEN-0000	Site Director	55,764			55,764
141-5-824-0171-1-73300-520110-PBEN-0000	Social Security	3,457			3,457
141-5-824-0171-1-73300-520110-PWOB-0000	Social Security	3,480	350		3,830
141-5-824-0171-1-73300-520410-PBEN-0000	State Retirement	7,082		(2,000)	5,082
141-5-824-0171-1-73300-520610-PBEN-0000	Life Insurance	50			50
141-5-824-0171-1-73300-520710-PBEN-0000	Medical Insurance	14,139			14,139
141-5-824-0171-1-73300-520810-PBEN-0000	Dental Insurance	400			400
141-5-824-0171-1-73300-521010-PBEN-0000	Unemployment Compensation	22			22
141-5-824-0171-1-73300-521210-PBEN-0000	Employer Medicare	809			809
141-5-824-0171-1-73300-521210-PWOB-0000	Employer Medicare	814	100		914
141-5-824-0171-1-73300-521710-PBEN-0000	State Retirement Hybrid	1,115			1,115
141-5-824-0171-1-73300-529910-PBEN-0000	Long Term Disability	84			84
141-5-824-0171-1-73300-529930-PBEN-0000	Short Term Disability	101			101
141-5-824-0171-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0171-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Red Bank Elementary</b>	<b>149,446</b>	<b>450</b>	<b>(2,000)</b>	<b>147,896</b>
141-5-824-0183-1-73300-516910-PWOB-0000	Part-Time - No Benefits	15,767			15,767
141-5-824-0183-1-73300-518930-PWOB-0000	Site Director	28,206			28,206
141-5-824-0183-1-73300-520110-PWOB-0000	Social Security	2,726			2,726
141-5-824-0183-1-73300-521210-PWOB-0000	Employer Medicare	638			638
141-5-824-0183-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0183-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Rivermont Elementary</b>	<b>53,337</b>	<b>-</b>	<b>-</b>	<b>53,337</b>
141-5-824-0215-1-73300-516910-PWOB-0000	Part-Time - No Benefits	16,683	1,000		17,683
141-5-824-0215-1-73300-518930-PWOB-0000	Site Director	14,487			14,487
141-5-824-0215-1-73300-520110-PWOB-0000	Social Security	1,933	100		2,033
141-5-824-0215-1-73300-521210-PWOB-0000	Employer Medicare	456	100		556
141-5-824-0215-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0215-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Snow Hill Elementary</b>	<b>39,559</b>	<b>1,200</b>	<b>-</b>	<b>40,759</b>
141-5-824-0230-1-73300-516910-PWOB-0000	Part-Time - No Benefits	40,000	3,500		43,500
141-5-824-0230-1-73300-518930-PWOB-0000	Site Director	10,508		(6,508)	4,000
141-5-824-0230-1-73300-520110-PWOB-0000	Social Security	3,131		(175)	2,956
141-5-824-0230-1-73300-521210-PWOB-0000	Employer Medicare	732		(45)	687
141-5-824-0230-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0230-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Soddy Elementary</b>	<b>60,371</b>	<b>3,500</b>	<b>(6,728)</b>	<b>57,143</b>
141-5-824-0235-1-73300-516910-PWOB-0000	Part-Time - No Benefits	23,500	800		24,300
141-5-824-0235-1-73300-518930-PWOB-0000	Site Director	26,500	2,500		29,000
141-5-824-0235-1-73300-520110-PWOB-0000	Social Security	3,100	205		3,305
141-5-824-0235-1-73300-521210-PWOB-0000	Employer Medicare	725	50		775
141-5-824-0235-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0235-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Spring Creek Elementary</b>	<b>59,825</b>	<b>3,555</b>	<b>-</b>	<b>63,380</b>
141-5-824-0240-1-73300-516910-PWOB-0000	Part-Time - No Benefits	20,866	1,200		22,066
141-5-824-0240-1-73300-518930-PWOB-0000	Site Director	30,150	3,000		33,150
141-5-824-0240-1-73300-520110-PWOB-0000	Social Security	3,163	260		3,423
141-5-824-0240-1-73300-521210-PWOB-0000	Employer Medicare	740	60		800
141-5-824-0240-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0240-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Thrasher Elementary</b>	<b>60,919</b>	<b>4,520</b>	<b>-</b>	<b>65,439</b>

ACCOUNT CODES	DESCRIPTION	AMENDED BUDGET			AMENDED BUDGET
		5/8/2025	INCREASE	DECREASE	6/12/2025
141-5-824-0241-1-73300-516910-PWOB-0000	Part-Time - No Benefits	19,522		(6,000)	13,522
141-5-824-0241-1-73300-518930-PWOB-0000	Site Director	25,965	2,000		27,965
141-5-824-0241-1-73300-520110-PWOB-0000	Social Security	2,820		(250)	2,570
141-5-824-0241-1-73300-521210-PWOB-0000	Employer Medicare	660		(60)	600
141-5-824-0241-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0241-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Lookout Valley Elementary</b>	<b>54,967</b>	<b>2,000</b>	<b>(6,310)</b>	<b>50,657</b>
141-5-824-0260-1-73300-516910-PWOB-0000	Part-Time - No Benefits	53,592	1,150		54,742
141-5-824-0260-1-73300-518930-PBEN-0000	Site Director	35,000			35,000
141-5-824-0260-1-73300-520110-PBEN-0000	Social Security	2,170			2,170
141-5-824-0260-1-73300-520110-PWOB-0000	Social Security	3,323	70		3,393
141-5-824-0260-1-73300-520410-PBEN-0000	State Retirement	4,445			4,445
141-5-824-0260-1-73300-520610-PBEN-0000	Life Insurance	40			40
141-5-824-0260-1-73300-520710-PBEN-0000	Medical Insurance	10,634			10,634
141-5-824-0260-1-73300-520810-PBEN-0000	Dental Insurance	325			325
141-5-824-0260-1-73300-521010-PBEN-0000	Unemployment Compensation	17			17
141-5-824-0260-1-73300-521210-PBEN-0000	Employer Medicare	508			508
141-5-824-0260-1-73300-521210-PWOB-0000	Employer Medicare	778	15		793
141-5-824-0260-1-73300-521710-PBEN-0000	State Retirement Hybrid	700			700
141-5-824-0260-1-73300-529910-PBEN-0000	Long Term Disability	78			78
141-5-824-0260-1-73300-529930-PBEN-0000	Short Term Disability	95			95
141-5-824-0260-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0260-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Smith Elementary</b>	<b>117,705</b>	<b>1,235</b>	<b>-</b>	<b>118,940</b>
141-5-824-0265-1-73300-516910-PWOB-0000	Part-Time - No Benefits	35,670	3,500		39,170
141-5-824-0265-1-73300-518930-PWOB-0000	Site Director	31,810	1,400		33,210
141-5-824-0265-1-73300-520110-PWOB-0000	Social Security	4,184	303		4,487
141-5-824-0265-1-73300-521210-PWOB-0000	Employer Medicare	978	72		1,050
141-5-824-0265-1-73300-549990-0000-0000	Other Supplies And Materials	5,000			5,000
141-5-824-0265-1-73300-559990-0000-0000	Other Charges	1,000			1,000
	<b>Total SACC - Westview Elementary</b>	<b>78,642</b>	<b>5,275</b>	<b>-</b>	<b>83,917</b>
	<b>TOTAL BUDGET</b>	<b>4,404,580</b>	<b>122,805</b>	<b>(122,805)</b>	<b>4,404,580</b>

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

**From:** Mary Ellen Heuton, CPA – Chief Financial Officer

**Date:** June 12, 2025

**Subject:** FY25 Budget Amendments – General Purpose

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Board approval is requested to amend the FY25 General Purpose Operating Budget as follows:

- Transfers between accounts to reclassify existing budget appropriations between various functions as indicated in the attachment. These transfers will not increase the total FY25 budget.
- Appropriate from Assigned for Education \$1,000,000 and from Unassigned Fund Balance \$500,000 to cover increased costs including General Insurance including Building and Content Insurance, Liability Insurance, Vehicle Insurance and On the Job Injury Costs.
- In addition to the FY25 expenditures appropriated in the original FY25 Approved Budget, the FY25 budget approval allowed for the appropriation of funds to meet obligations carried forward from FY24 open purchase order balances in each respective fund. The amount appropriated at 7/1/24 was \$ 15,358,960.17. A portion of this appropriation was reversed either because the obligation was cancelled or the appropriation was covered with other funding. The final amount appropriated was \$9,641,179.41 (\$9,590,978.41 for General Purpose Operating, \$33,500.00 General Purpose State and \$16,701.00 for Self-funded).

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

Hamilton County Schools  
Fiscal Year 2025  
Operating Budget  
Expenditures by Function - Approved and Amended  
June 12, 2025

Function	Function Description	Approved Operating	Transfer Between Accounts Through 12/31/24	Transfer Between Accounts 1/1/25 to 6/12/25	Revenue Appropriations Through 6/12/25	Fund Balance Appropriations Through 6/12/25	FY24 Encumbrance Carryforward	Amended Operating
71100	Regular Education Instruction	234,833,798	(5,288,872)	(1,249,139)	-	12,049,455	8,833,355	249,178,597
71200	Special Education Instruction	41,754,228	665,628	18,551	-	100,000	-	42,538,407
71300	CTE Instructional	13,161,539	166,598	32,435	650,000	-	-	14,010,572
71400	Student Body Education	4,639,460	(250)	(32,926)	-	-	-	4,606,284
72110	Attendance	6,945,410	233,812	(72,096)	-	-	-	7,107,126
72120	Health Services	6,848,506	358,126	-	-	-	-	7,206,632
72130	Other Student Support	27,812,426	1,119,983	98,627	-	1,200,000	-	30,231,035
72210	Reg Ed Instruction Support	31,765,573	146,988	(735,476)	-	400,000	51,100	31,628,185
72220	Special Ed Instruction Support	11,761,022	112,915	268,133	-	-	-	12,142,069
72230	CTE Instructional Support	972,032	15,890	(117,064)	-	-	-	870,858
72250	Educational Technology	9,484,686	206,986	85,240	-	1,794,275	358,414	11,929,601
72310	Board Of Education	6,196,693	7,465	69,556	-	600,073	25,000	6,898,787
72320	Director Of Schools	3,135,392	88,781	(45,429)	(11,467)	-	50,748	3,218,023
72410	Office Of The Principal	38,881,793	935,219	(91,115)	-	-	-	39,725,897
72510	Fiscal Services	4,248,770	230,185	3,962	-	959,000	23,160	5,465,076
72520	Human Resources/Personnel	4,869,563	250,455	154,949	22,000	-	162,803	5,459,771
72610	Operation Of Plant	33,326,950	57,723	(341,690)	-	710,076	4,629	33,757,688
72620	Maintenance Of Plant	10,866,912	439,465	502,303	2,575,500	-	21,184	14,405,364
72710	Transportation	26,620,420	437,142	1,054,498	-	679,051	-	28,791,110
72810	Central And Other	539,602	(235,100)	408,685	403,086	50,000	35,708	1,201,981
73100	School Nutrition	2,600	-	-	-	-	-	2,600
73300	Community Services	737,167	49,434	-	-	-	-	786,601
73400	Early Childhood Education	130,409	1,429	(12,000)	-	-	24,877	144,714
76100	Regular Capital Outlay	-	-	-	-	101,412	-	101,412
99100	Operating Transfers	-	-	-	-	-	-	-
99110	Transfer to Capital Maintenance	2,000,000	-	-	2,312,000	4,386,400	-	8,698,400
99120	Transfer to Charter Schools	38,653,022	-	-	-	-	-	38,653,022
	Grand Total	560,187,972	-	-	5,951,119	23,029,742	9,590,978	598,759,811

Summary of Revenue Appropriations

8/15/2024	Appropriate funds from County Revenue for Career and Technical Education Projects	3,150,000
9/19/2024	Appropriate funds from County Revenue for School Facility Needs	2,312,000
9/19/2024	Appropriate funds from County Revenue for Howard Athletic Facilities	697,428
11/21/2024	Appropriate funds from Westview Elementary Easement	271,469
12/19/2024	Reverse appropriation from County Revenue for Howard Athletic Facilities	(697,428)
1/16/2025	Appropriate funds for Educator Preparation Program	22,000
1/16/2025	Appropriate funds for Professional Learning Conference	20,000
1/16/2025	Appropriate funds for Print Shop	175,650

Total Revenue Appropriations 5,951,119

Summary of Fund Balance Appropriations

7/18/2024	Reappropriate from Assigned for Education for Future Ready Institutes	1,000,000
7/18/2024	Reappropriate from Committed for Education for Science Textbook Adoption	9,000,000
8/15/2024	Reappropriate from Assigned for Education for Student and Staff Devices and Dawn Playground	3,166,275
8/15/2024	Appropriate from Assigned for Education for Instructional Resources	1,000,000
8/15/2024	Appropriate from Assigned for Education for Security Equipment	1,200,000
8/15/2024	Appropriate from Assigned for Education for Capital Maintenance Projects	4,000,000
8/15/2024	Appropriate from Assigned for Education for Budget Modeling and MUNIS Reimplementation	1,000,000
9/19/2024	Appropriate from Unassigned for Hixson High HVAC	350,000
11/21/2024	Appropriate from Unassigned for Mathematics Adoption	361,455
11/21/2024	Appropriate from Unassigned for Website Implementation	125,000
12/19/2024	Appropriate funds from Assigned for Education for Transportation Needs	189,200
3/13/2025	Appropriate funds from Unassigned for East Side Elementary Multi-purpose Field	101,412
3/13/2025	Appropriate funds from Unassigned for Architect for Orchard Knob Middle and Thrasher Elementary	36,400
6/12/2025	Appropriate funds from Assigned for Education for General Insurance	1,000,000
6/12/2025	Appropriate funds from Unassigned for General Insurance	500,000

Total Fund Balance Appropriations 23,029,742

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

**From:** Mary Ellen Heuton, Chief Financial Officer

**Date:** June 12, 2025

**Subject:** Budget Amendment- School Nutrition

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Board approval is recommended for the following items for School Nutrition for Fiscal Year 2025:

- Reclassify existing budget appropriations as indicated in the attachment.
- Appropriation of fund balance restricted for over budget expenses and lack of revenue due to inclement weather days. \$177,641.00
- Appropriation of fund balance restricted for the School Nutrition Program to purchase equipment. \$291,901.00

The total appropriation of fund balance restricted for the School Nutrition Program totals \$469,542.00. The fund balance restricted for the School Nutrition Program totaled \$13,054,796 as of 5/27/25 and is more than sufficient for the above uses.

The USDA recommends School Nutrition Programs maintain a fund balance of 2-3 months average operating expenses. This use of funds for non-recurring expenses would lower the School Nutrition fund balance from 5.5 to 4.9 months of expenses, leaving a sufficient balance for future operations.

In addition to the FY25 expenditures appropriated in the original FY25 Approved Budget, the FY25 budget approval allowed for the appropriation of funds to meet obligations carried forward from FY24 open purchase order balances in each respective fund. The amount appropriated at 7/1/24 was \$68,989.16 which matches the final amount appropriated.

## **Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**HAMILTON COUNTY DEPT OF EDUCATION  
SCHOOL NUTRITION PROGRAM  
BUDGET FY25**

ACCOUNT	ACCOUNT DESCRIPTION	APPROVED BUDGET FY25	INCREASE	DECREASE	REVISED BUDGET 1/16/2025	INCREASE	DECREASE	REVISED BUDGET 6/12/2025
143-0-819-0000-0-00000-435225-0000-0000	Adult Lunch Meals	139,506.00			139,506.00	2,739.00		142,245.00
143-0-819-0000-0-00000-435230-0000-0000	Student Breakfast Meals	376,243.00			376,243.00		200,000.00	176,243.00
143-0-819-0000-0-00000-435231-0000-0000	Student Lunch Meals	2,477,529.00			2,477,529.00		400,000.00	2,077,529.00
143-0-819-0000-0-00000-435234-0000-0000	Adult Breakfast Meals	3,693.00			3,693.00			3,693.00
143-0-819-0000-0-00000-435250-0000-0000	A La Carte Breakfast St	24,610.00			24,610.00	11,000.00		35,610.00
143-0-819-0000-0-00000-435251-0000-0000	A La Carte Lunch Studen	911,041.00			911,041.00	110,000.00		1,021,041.00
143-0-819-0000-0-00000-435252-0000-0000	A La Carte Breakfast Ad	6,153.00			6,153.00	-	3,000.00	3,153.00
143-0-819-0000-0-00000-435253-0000-0000	A La Carte Lunch Adult	227,761.00			227,761.00	-	180,000.00	47,761.00
143-0-819-0000-0-00000-439900-0000-0000	Other Charges	18,216.00	33,812.00		52,028.00	8,500.00		60,528.00
143-0-819-0000-0-00000-441100-0000-0000	Interest Earned-Now Acc	496,392.00	102,836.00		599,228.00		40,000.00	559,228.00
143-0-819-0000-0-00000-445300-0000-0000	Sale Of Equipment	3,500.00			3,500.00			3,500.00
143-0-819-0000-0-00000-465200-0000-0000	School Nutrition	206,498.00			206,498.00		5,194.00	201,304.00
143-0-819-0000-0-00000-471110-0000-0000	Section 4 Lunch	15,759,700.00	659,049.00		16,418,749.00	308,905.00		16,727,654.00
143-0-819-0000-0-00000-471120-0000-0000	Commodities	2,066,666.00			2,066,666.00			2,066,666.00
143-0-819-0000-0-00000-471130-0000-0000	Breakfast-USDA	4,773,980.00	125,825.00		4,899,805.00			4,899,805.00
143-0-819-0000-0-00000-471140-0000-0000	USDA- Other	245,419.00	252,879.00		498,298.00	536,000.00		1,034,298.00
143-0-819-0000-0-00000-471150-0000-0000	USDA- Equipment	-			-			-
143-0-819-0000-0-00000-4T0001-0000-0000		-			-	68,989.16		68,989.16
143-0-819-0000-0-00000-4T4570-0000-0000		-			-	469,542.00		469,542.00
<b>TOTAL REVENUE</b>		<b>27,736,907.00</b>	<b>1,174,401.00</b>	<b>-</b>	<b>28,911,308.00</b>	<b>1,046,133.16</b>	<b>828,194.00</b>	<b>29,598,789.16</b>

ACCOUNT	ACCOUNT DESCRIPTION	PROPOSED BUDGET FY25	INCREASE	DECREASE	AMENDMENT BUDGET 1/16/2025	INCREASE	DECREASE	REVISED BUDGET 6/12/2025
143-0-819-0000-0-73100-510510-0000-0000	510510 Director	116,977.00			116,977.00	573.00		117,550.00
143-0-819-0000-0-73100-510520-0000-0000	510520 Supervisor	351,689.00			351,689.00	6,409.00		358,098.00
143-0-819-0000-0-73100-510550-0000-0000	510550 Dietitian	71,523.00			71,523.00	1,407.00		72,930.00
143-0-819-0000-0-73100-511910-0000-0000	511910 Accountant	82,891.00			82,891.00	1,370.00		84,261.00
143-0-819-0000-0-73100-512010-0000-0000	512010 IT Specialist	168,867.00			168,867.00	1,634.00		170,501.00
143-0-819-0000-0-73100-514910-0000-0000	514910 Warehouse Personnel	176,943.00			176,943.00	1,265.00		178,208.00
143-0-819-0000-0-73100-516110-0000-0000	516110 Administrative Assistant	62,852.00			62,852.00	880.00		63,732.00
143-0-819-0000-0-73100-516210-0000-0000	516210 Clerical Personnel	222,610.00			222,610.00	8,688.00		231,298.00
143-0-819-6000-0-73100-516510-0000-0000	516510 Cafeteria Personnel	4,053,607.00			4,053,607.00			4,053,607.00
143-0-819-6000-0-73100-516510-PPTT-0000	516510 Cafeteria Personnel	4,201,203.00			4,201,203.00	77,000.00		4,278,203.00
143-0-819-0000-0-73100-518940-PPTT-0000	518940 Contract Personnel	10,000.00			10,000.00		10,000.00	
143-0-819-0000-0-73100-519610-0000-0000	In Service/Stipend	2,000.00			2,000.00	2,300.00		4,300.00
143-0-819-0000-0-73100-520110-0000-0000	520110 Social Security	77,770.00			77,770.00	1,378.00		79,148.00
143-0-819-0000-0-73100-520110-PPTT-0000	520110 Social Security	620.00			620.00		620.00	
143-0-819-6000-0-73100-520110-0000-0000	520110 Social Security	251,324.00			251,324.00			251,324.00
143-0-819-6000-0-73100-520110-PPTT-0000	520110 Social Security	260,475.00			260,475.00	4,774.00		265,249.00
143-0-819-0000-0-73100-520410-0000-0000	520410 State Retirement	159,303.00			159,303.00	2,823.00		162,126.00
143-0-819-6000-0-73100-520410-0000-0000	520410 State Retirement	514,809.00			514,809.00			514,809.00
143-0-819-0000-0-73100-520610-0000-0000	520610 Life Insurance	720.00			720.00			720.00
143-0-819-6000-0-73100-520610-0000-0000	520610 Life Insurance	5,760.00			5,760.00			5,760.00
143-0-819-0000-0-73100-520710-0000-0000	520710 Medical Insurance	191,412.00			191,412.00	18,090.00		209,502.00
143-0-819-6000-0-73100-520710-0000-0000	520710 Medical Insurance	1,531,296.00			1,531,296.00	121,442.00		1,652,738.00
143-0-819-0000-0-73100-520810-0000-0000	520810 Dental Insurance	5,850.00			5,850.00			5,850.00
143-0-819-6000-0-73100-520810-0000-0000	520810 Dental Insurance	46,800.00			46,800.00		650.00	46,150.00
143-0-819-0000-0-73100-521010-0000-0000	521010 Unemployment	252.00			252.00	54.00		306.00
143-0-819-6000-0-73100-521010-0000-0000	521010 Unemployment	2,016.00			2,016.00	398.00		2,414.00
143-0-819-0000-0-73100-521210-0000-0000	521210 Employer Medicare	18,189.00			18,189.00	322.00		18,511.00
143-0-819-0000-0-73100-521210-PPTT-0000	521210 Employer Medicare	145.00			145.00		145.00	-
143-0-819-6000-0-73100-521210-0000-0000	521210 Employer Medicare	58,778.00			58,778.00			58,778.00
143-0-819-6000-0-73100-521210-PPTT-0000	521210 Employer Medicare	60,918.00			60,918.00	1,116.00		62,034.00
143-0-819-0000-0-73100-521710-0000-0000	521710 State Retirement Hybrid	32,000.00			32,000.00			32,000.00
143-0-819-0000-0-73100-529910-0000-0000	529910 Long Term Disability	1,882.00			1,882.00			1,882.00
143-0-819-6000-0-73100-529910-0000-0000	529910 Long Term Disability	8,000.00			8,000.00	6,342.00		14,342.00
143-0-819-0000-0-73100-529930-0000-0000	529930 Short Term Disability	4,000.00			4,000.00		1,894.00	2,106.00
143-0-819-6000-0-73100-529930-0000-0000	529930 Short Term Disability	15,500.00			15,500.00	1,114.00		16,614.00
143-0-819-0000-0-73100-530710-0000-0000	530710 Telephone	4,500.00		2,000.00	2,500.00	700.00		3,200.00
143-0-819-6000-0-73100-533610-0000-0000	533610 Maint & Repairs - Equip	135,000.00	15000		150,000.00	30,000.00	30,000.00	150,000.00
143-0-819-6000-0-73100-533620-0000-0000	533620 Maint&Repairs-Coolers/F	220,000.00			220,000.00		10,000.00	210,000.00
143-0-819-6000-0-73100-533630-0000-0000	533630 Maint & Repairs - Ice M	30,000.00			25,000.00		10,000.00	15,000.00
143-0-819-6000-0-73100-533640-0000-0000	533640 Maint & Repairs-Dish Ma	65,000.00		10,000.00	55,000.00		25,000.00	30,000.00
143-0-819-6000-0-73100-533650-0000-0000	533650 Maint & Repairs-Plumbin	20,000.00			20,000.00		6,000.00	14,000.00
143-0-819-0000-0-73100-533810-0000-0000	533810 Maint & Repairs - Vehic	30,000.00			30,000.00		13,000.00	17,000.00
143-0-819-6000-0-73100-535510-0000-0000	535510 Travel-Mileage	15,000.00			15,000.00			15,000.00
143-0-819-0000-0-73100-535510-0000-0000	535510 Travel-Mileage	13,000.00			13,000.00			13,000.00
143-0-819-6000-0-73100-535910-0000-0000	535910 Disposal Fees	87,000.00			87,000.00		2,000.00	85,000.00
143-0-819-0000-0-73100-539910-0000-0000	539910 Copier Lease/Maint	4,500.00			4,500.00			4,500.00
143-0-819-0000-0-73100-539940-0000-0000	539940 Contracted Printing	3,000.00			3,000.00			3,000.00
143-0-819-6000-0-73100-539960-0000-0000	539960 Sanitation/Safety Contr	190,836.00	6,500.00		197,336.00		7,479.00	189,857.00
143-0-819-6000-0-73100-539990-0000-0000	539990 Other Contracted Servic	1,100,000.00		100,000.00	1,000,000.00		145,000.00	855,000.00
143-0-819-6000-0-73100-542210-0000-0000	542210 Food Supplies	9,358,422.00	1,269,901.00		10,628,323.00	300,000.00		10,928,323.00
143-0-819-6000-0-73100-542220-0000-0000	542220 Food - Disposables	1,132,847.00			1,132,847.00		48,000.00	1,084,847.00
143-0-819-6000-0-73100-542280-0000-0000	542280 Fruits And Vegetable Pr	215,000.00			215,000.00		26,200.00	188,800.00
143-0-819-0000-0-73100-542510-0000-0000	542510 Gasoline	11,000.00			11,000.00			11,000.00
143-0-819-0000-0-73100-543510-0000-0000	543510 Office Supplies	20,000.00			20,000.00		2,500.00	17,500.00
143-0-819-6000-0-73100-546910-0000-0000	546910 USDA Commodities	2,066,666.00			2,066,666.00			2,066,666.00
143-0-819-0000-0-73100-549990-0000-0000	549990 Other Supplies And Mate	50,000.00			50,000.00	75,000.00		125,000.00
143-0-819-6000-0-73100-547110-0000-0000	547110 Software	69,391.00			69,391.00			69,391.00
143-0-819-0000-0-73100-552410-0000-0000	552410 In Service/Staff Develo	35,000.00			35,000.00			35,000.00
143-0-819-0165-4-73100-571010-0000-0000	571010 Equipment Food Service	-			-	68,989.16		68,989.16
143-0-819-6000-0-73100-571010-0000-0000	571010 Equipment Food Service	91,764.00			91,764.00	291,901.00		383,665.00
<b>TOTAL EXPENSES</b>		<b>27,736,907.00</b>	<b>1,291,401.00</b>	<b>117,000.00</b>	<b>28,911,308.00</b>	<b>1,025,969.16</b>	<b>338,488.00</b>	<b>29,598,789.16</b>

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

**From:** Mary Ellen Heuton, Chief Financial Officer  
Angelia Askins, Executive Director of Grants and Federal Programs

**Date:** June 12, 2025

**Subject:** SY26 Consolidated Funding Application Approval

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

Notification to the Board of **preliminary** Consolidated Funding Application awards. Pending approval of the SY26 Consolidated Funding Application by TDOE.

<u>Program</u>	<u>Description</u>	<u>Director</u>	<u>Preliminary Allocation</u>
Title I- A	Increase academic achievement for students who are economically disadvantaged	Angelia Askins	\$ 15,061,576.22
Title II	Teacher recruitment and retention and professional development of school-based teachers and leaders	Angelia Askins	\$ 2,047,653.82
Title III	Improve education of English learners and immigrant students	Dr. Diego Trujillo	\$ 616,080.26
Title I-A Neglected	Serving students in Neglected facilities	Angelia Askins	\$ 149,019.18
Title I- D	Serving students in Delinquent facilities	Angelia Askins	\$ 104,116.30
Title I-C	Serving students who are migrant	Dr. Diego Trujillo	\$ -
Title IV Part A	Improve student achievement and well rounded education	Angelia Askins	\$ 1,157,033.41
IDEA Part B	Special Education services for eligible students ages 3-21	Michelle Eargle	\$ 12,109,086.00
IDEA Preschool	Special Education services for eligible students ages 3-5	Michelle Eargle	\$ 325,258.00
<b>Total Preliminary Allocation</b>			<b>\$ 31,569,823.19</b>

Enclosed: SY26 Consolidated Funding Application Board Approval Form

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

# FY26 Consolidated Application Approval for IDEA/ESEA School Year 2025-26

330	Hamilton County Department of Education	
LEA #	LEA Name (Legal Name of Agency):	
3074 Claude Ramsey Parkway Chattanooga, TN 37421		
LEA Legal Mailing Address		
3074 Claude Ramsey Parkway		
Street Address		
Chattanooga	TN	37421
City	State	Zip

**Consolidated Project begins July 1, 2025 and ends June 30, 2026.**

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.

The Board of Education has reviewed and approved this project year application for filing.

This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

June 12, 2025  
Board Meeting Date

_____ Director of Schools (Signature)	_____ Board of Education Official (Signature)
_____ Director of Schools (Print Name)	_____ Board of Education Official (Print Name)
_____ Date Signed	_____ Date Signed

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

**From:** Mary Ellen Heuton, Chief Financial Officer

**Date:** June 12, 2025

**Subject:** Approval of School Accounts Payable

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

The State requires every school to clear up all contractual obligations by June 30 of each year. If this cannot be done, authorization to carry over accounts payable must be obtained from the Board of Education. The attached accounts payable items are being submitted for approval. These items could not be paid for prior to the fiscal year-end because orders were either not received, were partially received, or invoices were not yet available. Sufficient funds are on hand to cover these outstanding obligations.

Recommendation: It is recommended that the Board of Education approve the outstanding obligations at June 30, 2025, for carryover into the 2025-2026 fiscal year.

Attachment

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**Recommendation: It is recommended that the Board of Education approve contractual obligations at June 30, 2025, for carry-over into 2025-2026 Fiscal Year as follows:**

<b><u>School Name</u></b>	<b><u>Amount</u></b>
Allen Elementary School	\$ 32,500.00
Alpine Crest Elementary School	\$ -
Apison Elementary School	\$ -
Barger Academy of Fine Arts	\$ -
Battle Academy for Teaching and Learning	\$ -
Big Ridge Elementary School	\$ -
Brainerd High School	\$ -
Brown Academy for Classical Studies	\$ 850.00
Brown Middle School	\$ -
Central High School	\$ 24,700.00
Chattanooga High Center for Creative Arts	\$ 21,742.44
Clifton Hills Elementary School	\$ -
Construction Career Center	\$ -
CSAS - Chattanooga School for Arts and Science	\$ 8,342.32
CSLA - Chattanooga School for Liberal Arts	\$ 16,829.25
Daisy Elementary School	\$ -
Dalewood Middle School	\$ 2,485.00
Dawn School	\$ -
Donaldson Elementary School	\$ -
Dupont Elementary School	\$ 2,042.78
East Brainerd Elementary	\$ 2,150.00
East Hamilton Middle School	\$ 6,350.45
East Hamilton School	\$ 17,846.80
East Lake Academy of Fine Arts	\$ 1,105.00
East Lake Elementary School	\$ -
East Ridge Elementary School	\$ -
East Ridge High School	\$ -
East Ridge Middle School	\$ -
East Side Elementary School	\$ -
Hamilton County Virtual School	\$ -
Hardy Elementary School	\$ 385.03
Harrison Bay Future Ready Center	\$ 1,321.00
Harrison Elementary School	\$ -
Hixson Elementary School	\$ 5,858.00
Hixson High School	\$ 16,558.12
Hixson Middle School	\$ -
Howard Connect Academy	\$ -
Howard High School	\$ -
Hunter Middle School	\$ 10,231.49
Loftis Middle School	\$ 4,802.00

**Recommendation: It is recommended that the Board of Education approve contractual obligations at June 30, 2025, for carry-over into 2025-2026 Fiscal Year as follows:**

<b><u>School Name</u></b>	<b><u>Amount</u></b>
Lookout Mountain Elementary School	\$ -
Lookout Valley Elementary School	\$ -
Lookout Valley High-Middle School	\$ 18,744.33
McConnell Elementary School	\$ -
Middle Valley Elementary School	\$ -
Nolan Elementary School	\$ 12,135.02
Normal Park Museum Magnet	\$ -
North Hamilton County Elementary School	\$ 250.00
Ooltewah Elementary School	\$ 70.11
Ooltewah High School	\$ 14,211.00
Ooltewah Middle School	\$ 17,145.65
Orchard Knob Elementary School	\$ -
Orchard Knob Middle School	\$ -
Red Bank Elementary School	\$ 7,346.96
Red Bank High School	\$ 9,035.00
Red Bank Middle School	\$ 5,987.27
Rivermont Elementary School	\$ 2,030.00
Sale Creek Mid/High School	\$ 1,500.00
Sequoyah High School	\$ 4,835.90
Shepherd Elementary School	\$ 568.37
Signal Mtn Middle/High School	\$ 19,688.83
Smith Elementary School	\$ -
Snow Hill Elementary School	\$ 500.00
Soddy Daisy High School	\$ 4,634.24
Soddy Daisy Middle School	\$ 16,528.98
Soddy Elementary School	\$ -
Spring Creek Elementary School	\$ -
Stem School	\$ -
Thrasher Elementary School	\$ 690.13
Tyner Academy	\$ 300.00
Tyner Middle Academy	\$ -
University High School at UTC	\$ -
Washington Alternative	\$ -
Westview Elementary School	\$ 1,192.98
Wolftever Elementary School	\$ -
Woodmore Elementary School	\$ -
	<u>\$ 313,494.45</u>

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

**From:** **Dr. Robert Sharpe – Chief Operating Officer**  
Mary Ellen Heuton, CPA – Chief Financial Officer  
Justin Witt – Maintenance & Operations Director

**Date:** June 12, 2025

**Subject:** Bond Funded Capital Projects and FY25 Budget Amendment – Self-funded

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

Hamilton County Government has issued Series 2024A Bonds to support both projects related to our Facilities plan and \$60 million in Deferred Maintenance. A proposed project list for the second portion of the Deferred Maintenance Projects is attached.

Board approval is requested to accept the proposed project list.

Additionally, these funds will be managed in a Self-funded account. Approval is also requested to amend the FY25 Self-funded budget as follows:

- Increase county for contributions from the county of \$8,550,000
- Appropriate \$8,550,000 for Deferred Maintenance Expenditures

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

**Phase 2 of 60 million bond**

<b>District</b>	<b>School</b>	<b>Project</b>	<b>Cost</b>
1	Daisy Elementary	fire alarm	100,000
1	Soddy Elementary	auditorium roof	102,000
1	Soddy High	ROTC roof	59,000
1	Soddy High	weight room renovation	125,000
1	North Hamilton	water heaters	25,000
3	Hixson High	vocational rooftop unit	115,000
3	Loftis Middle	chiller	380,000
3	Loftis Middle	lobby/ clear story windows	36,000
4	CSAS	elementary roof	62,000
4	Hillcrest Center	security entrance	30,000
5	Woodmore	brown modified roof	60,000
5	Dawn Program	Fencing	65,000
6	Normal Park Lower	elevator	100,000
6	Normal Park Lower	windows	530,000
7	East Hamilton High	stair treads	15,000
8	Spring Creek	fire alarm	112,000
8	East Ridge High	new gym roof	72,000
9	Central High	roof top units	3,700,000
10	Wallace Smith	controls	450,000
10	Hunter	controls	725,000
10	Ooltewah Middle	tar and gravel roof	430,000
11	Lookout Valley Elem.	restrooms	90,000
11	Calvin Donaldson	roof	67,000
11	East Lake Elementary	chiller	220,000
11	East Lake Elementary	water heater	30,000
	systemwide	flooring	150,000
	systemwide	asbestos abatement	100,000
	systemwide	mulch	150,000
	systemwide	HVAC equipment	150,000
	systemwide	marker boards	50,000
	systemwide	Fencing	150,000
	systemwide	fire code upgrades	100,000
	<b>Total</b>		<b>8,550,000</b>

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

**From:** Dr. Robert Sharpe, Chief Operations Officer  
Brandon Allen, Director of Transportation  
Vaughn Crane, Director of School Safety

**Date:** June 12, 2025

**Subject:** Approval to Submit Application to COPS School Violence Prevention Program

**Board Agenda Category:**

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- Consent Agenda
- Action Item
- Reports and Information

The Administration is requesting approval to apply to the COPS Grant in the amount of \$500,000.

This grant will provide one-time funding for the transportation department to purchase two-way radios for buses so LE can communicate with our drivers. This grant will also provide our school safety department with funds to purchase safety equipment to better serve our officers and students.

Board approval of the application is required due to matching requirement of \$166,666 that will come from GP over the three-year term of this project. Transportation and School Safety will split the matching requirement. A copy of the application is attached.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

U.S. Department of Justice  
Office of Community Oriented Policing Services



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## FY25 COPS School Violence Prevention Program

Assistance Listing #:	16.071
Grants.gov Opportunity Number:	O-COPS-2025-172379
NOFO Release Date:	April 24, 2025
Grants.gov Deadline:	June 18, 2025, 4:59 PM ET.
Application JustGrants Deadline:	June 26, 2025, 4:59 PM, ET.

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## Overview

The U.S. Department of Justice, Office of Community Oriented Policing Services (COPS Office, <https://cops.usdoj.gov>) is pleased to announce that it is seeking applications for funding for the FY25 School Violence Prevention Program (SVPP) Notice of Funding Opportunity (NOFO). SVPP is a competitive funding opportunity that seeks to improve security at schools and on school grounds through the implementation of evidence-based school safety programs and technology. (Please see Eligibility Information for eligibility criteria.)

Additional information, including the [FY25 SVPP Application Resource Guide](#), [Frequently Asked Questions](#), and [Fact Sheet](#) can be found at <https://cops.usdoj.gov/svpp>.

The COPS Office welcomes applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any other entities carrying out the federal award must be identified as proposed subrecipients. The applicant must be the entity that would have primary responsibility for carrying out the awards, including administering the funding, managing the entire project and monitoring compliance.

The terms and conditions of the federal award are also applicable to subrecipients. Please note the distinction between a subaward that creates a financial assistance relationship to carry out a portion of the federal award and a contract that creates a procurement relationship for the purchase of goods and services needed under the federal award. To assist in making subrecipient and contractor determinations, please refer to the guidance in 2 C.F.R. § 200.331.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

## Eligibility

The following entities are eligible to apply under this program:

- States, units of local government, Indian tribes, and their public agencies, including
  - school districts, including public charter schools and school districts with a single school;
  - school boards;
  - law enforcement agencies.

Note: Individual schools not operating as school districts and independent schools and private schools, including private charter schools, are NOT eligible to apply as primary applicants.

### “Other” Entities Definition(s)

State Government Entities: For the purposes of this NOFO, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

Other Units of Local Government: For the purposes of this notice of funding opportunity, other units of local government include towns, boroughs, parishes, villages, or other general purpose political subdivisions of a state.

### Additional Applicant Eligibility Factors

Pursuant to 34 U.S.C. §§ 10552(a)(1)–(2), each application shall be accompanied by an assurance that the application was prepared after consultation with individuals not limited to law enforcement officers (including licensed mental health professionals, social workers, students, parents, school violence researchers/academics (if practical), teachers, principals, and other school personnel) to ensure that the improvements to be funded under the grant are

- consistent with a comprehensive approach to preventing school violence, including being protective of student privacy and ensuring that students are not discriminated against on the basis of race, national origin, disability, religion, or sex, and
- individualized to the needs of each school at which those improvements are to be made.

As part of your application, your agency will be required to answer questions directly related to this statutory assurance. Applicants that do not provide this assurance will be deemed ineligible.

In addition, state and local governmental entities must comply with 8 U.S.C. § 1373, which provides that state and local government entities may not prohibit, or in any way restrict, any government entity or official from sending to, receiving from, maintaining, or exchanging information regarding citizenship or immigration status, lawful or unlawful, of any individual with components of the U.S. Department of Homeland Security or any other federal, state or local government entity. This includes any prohibitions or restrictions imposed or established by a state or local government entity or official. For additional information, please see the appendices in the [FY25 SVPP Application Resource Guide](#).

Applications under which two or more entities (project partners) would carry out the federal award will be considered. However, only one entity may be the primary applicant; any others must be proposed as subrecipients. See the [FY25 SVPP Application Resource Guide](#) for additional information.

With limited funding, the COPS Office expects a competitive NOFO. The COPS Office may elect to fund applications submitted under this NOFO in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of funding.

Applicants may not submit more than one application to the COPS Office under FY25 SVPP; only one application for COPS Office funding will be reviewed for each applicant.

## Contact Information

### Agency Contact Description

For technical assistance with submitting the SF-424, please call the Grants.gov customer service hotline at 800-518-4726, send questions via email to [support@Grants.gov](mailto:support@Grants.gov), or consult the [Grants.gov Organization Applicant User Guide](#). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical support with the Justice Grants System (JustGrants) application, please contact JustGrants Support at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175. JustGrants Support operates Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m. Eastern Time (ET) and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET. Training on JustGrants can also be found at <https://justicegrants.usdoj.gov/training-resources>.

For programmatic assistance with the requirements of this program, please call the COPS Office Response Center at 800-421-6770 or send questions via email to [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov). The COPS Office Response Center operates Monday through Friday, 9:00 a.m. to 5:00 p.m. ET, except on federal holidays. In addition, the COPS Office welcomes applicant feedback on this notice of funding opportunity, the application submission process, and the application review process. Provide feedback via email to [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov) (Subject line: "FY25 SVPP Feedback").

## Submission Information

**Registration:** To submit an application, all applicants must be registered in SAM.gov with a Unique Entity Identifier (UEI) number and be registered in Grants.gov.

**Submission:** Completing an application is a two-step process:

1. Applicants are first required to register via <https://www.grants.gov>, complete the SF-424 form and submit it through the [Grants.gov website](#).
2. Once the SF-424 has been submitted via Grants.gov, the applicant will complete the full application including survey questions and provide attachments in JustGrants.

An application is not considered submitted until both of these steps are completed. For more information about registration and submission, see the Application and Submission section of this NOFO.

All guidance for this program is contained in this NOFO and can also be found at [www.cops.gov/svpp](http://www.cops.gov/svpp).

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## Program Description

The Office of Community Oriented Policing Services (COPS Office) is the component of the U.S. Department of Justice responsible for advancing the practice of community policing by the nation's state, local, territorial, and tribal law enforcement agencies through information and grant resources. To date, the COPS Office has been appropriated more than \$21 billion to advance community policing, including grants awarded to more than 13,000 state, local, territorial, and tribal law enforcement agencies to fund the hiring and redeployment of nearly 140,000 officers.

COPS Office information resources, covering a wide range of community policing topics such as school and campus safety, violent crime, and officer safety and wellness, can be downloaded via the COPS Office's home page, <https://cops.usdoj.gov>.

The FY25 School Violence Prevention Program (SVPP) provides funding directly to states, units of local government, Indian tribes, and their public agencies to improve security at schools and on school grounds in the recipient's jurisdiction through evidence-based school safety programs. The COPS Office anticipates that up to \$73,000,000 will be available for up to \$500,000 per award, with approximately 200 awards anticipated. A local cost share (matching funds) of at least 25 percent in the form of cash is required unless a match waiver is requested and approved, and the period of performance duration will be 36 months, with a period of performance start date of 10/1/25.

Approximately \$1 million of the available funding will be reserved for microgrants for school districts, including rural, tribal, and low-resourced schools. Applications for microgrants must not exceed \$100,000, and the COPS Office will waive the 25 percent local cost share (matching funds) requirement for microgrant applicants that are selected for funding. Consideration for microgrant funding does not exclude your agency from consideration from non-microgrant SVPP funding.

Applications should demonstrate a comprehensive approach to school safety and activities must fall within one of the statutory purpose areas (see 34 U.S.C. § 10551(b)(5)–(9)):

- “Coordination with local law enforcement”
- “Training for local law enforcement officers to prevent student violence against others and self”
- “Placement and use of metal detectors, locks, lighting, and other deterrent measures”
- “Acquisition and installation of technology for expedited notification of local law enforcement during an emergency”
- “Any other measure that, in the determination of the COPS Office Director, may provide a significant improvement in security”

See the [FY25 SVPP Application Resource Guide](#) for a nonexhaustive list of allowable and unallowable costs.

Note: The Office of Justice Programs' Bureau of Justice Assistance (BJA) and the Office of Juvenile Justice and Delinquency Program (OJJDP) also provide grants under STOP Act funding. Those programs fund different purpose areas and project types from COPS funding. **Applicants may submit applications for COPS Office, BJA, and OJJDP funding, but applicants are not permitted to submit the same application to each NOFO. That is, each application must propose distinct projects and costs and must be responsive to the NOFO for which the application is submitted. See the [FY25 SVPP Application Resource Guide](#) for additional information on the school safety measures that are considered out of scope for the COPS Office FY25 SVPP NOFOs but may be eligible for funding under the FY25 BJA and/or OJJDP NOFOs.**

### **Comprehensive School Safety Assessments**

As a condition of funding, if awarded, recipients must conduct comprehensive school safety assessments during the grant award period for all schools involved in the project. These assessments must inform the measures necessary to improve school safety and ensure a safe and positive learning environment for students.

## **Program Goals and Objectives**

Goal: To improve security at schools and on school grounds through the implementation of evidence-based school safety programs and technology. SVPP awards will contribute to this goal by funding projects which include funding of civilian personnel to serve as coordinators with local law enforcement, training for local law enforcement officers, purchase and installation of certain allowable equipment and technology, and other measures to significantly improve school security.

- Objective 1: improved information sharing with local law enforcement
- Objective 2: increased interaction and improved communications between law enforcement and school officials
- Objective 3: reduced notification times to law enforcement; improved response time to threats and events accurate identification of danger and follow-up
- Objective 4: increased knowledge of and use of community policing principles
- Objective 5: increased school safety and sustainability planning efforts

For the purposes of this program, a school is defined as an elementary or secondary school, including a Bureau of Indian Affairs-funded school (as defined in section 1141 of the Education Amendments of 1978 (25 U.S.C. § 2021)).<sup>34</sup> U.S.C. § 10554(1).

## **Statutory Authority**

This program is authorized under the Students, Teachers, and Officers Preventing (STOP) School Violence Act of 2018 (34 U.S.C. § 10551 et seq.).

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

## **Federal Award Information: Awards, Amounts and Durations**

### **Anticipated Number of Awards**

200

### **Anticipated Maximum Dollar Amount of Awards**

Up to \$500,000

### **Period of Performance Start Date**

October 1, 2025

### **Period of Performance Duration (months)**

36 months

### **Anticipated Total Amount to be Awarded under Notice of Funding Opportunity**

Up to \$73,000,000

### **Type of Award**

The COPS Office expects to make this award in the form of a grant, which does not provide for substantial involvement between the federal awarding agency and the nonfederal entity in carrying out the activity contemplated by the federal award. Grant recipients will be responsible for day-to-day project management and may reach out to the COPS Office with assistance in implementing the award.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

## Cost Sharing or Match

A minimum 25 percent local cost share (matching funds), which must be in the form of cash, is required unless a waiver is approved. See the Budget and Associated Documentation section for additional information.

## Eligibility Information

See the Overview section for detailed eligibility information.

## Application and Submission Information

The complete application package (that is, this NOFO, including links to additional documents) is available on Grants.gov and on the COPS Office website <https://cops.usdoj.gov/>. Completing an application under this program is a two-step process.

### Before You Begin: SAM.gov Registration and Unique Entity Identifiers (UEIs)

To submit an application, your entity must have an active registration in the [System for Award Management \(SAM.gov\)](#). SAM.gov assigns entities a unique entity identifier (UEI) that is required for the entity to apply for federal funding. You will enter the entity's UEI in the application. Award recipients must then maintain an active UEI for the duration of their award. Visit SAM.gov for details and resources for first-time registration or renewal of an existing registration.

The registration and renewal processes can take several weeks. Start these processes at least 30 days prior to the Grants.gov deadline. Applicants who do not begin the registration or renewal process at least 10 business days prior to the Grants.gov deadline may not be able to complete the process in time and will not be considered for a technical waiver that allows for late submission.

### Step One: Grants.gov

**Application for Federal Assistance (SF-424):** Applicants must register via <https://www.grants.gov> and complete an Application for Federal Assistance, Standard Form 424 (SF-424). The SF-424 is a required standard form that collects the applicant's name, address, and UEI; the funding opportunity number; and the proposed project title, among other information. It is used as a cover sheet for submission of pre-applications, applications, and related information under discretionary programs. Applicants must complete and submit the SF-424 via <https://www.grants.gov> using the information provided on that site. The SF-424 must be signed by the Grants.gov authorized organizational representative.

**Section 8F – Applicant Point of Contact:** Enter the name and contact information of the individual who will complete application materials in JustGrants. JustGrants will use this information to assign the application to this user in JustGrants.

**Section 19 – Intergovernmental Review:** This funding opportunity is subject to [Executive Order \(E.O.\) 12372](#) (Intergovernmental Review). States that participate in the Intergovernmental Review process have an opportunity to review the applicant’s submission. Find the names and addresses of state Single Points of Contact (SPOCs) for Intergovernmental Review at the following website: [SPOC-list-as-of-August-2024.pdf](#) If the applicant’s state appears on the SPOC list:

- Contact the state SPOC for information and follow the state’s process under E.O. 12372.
- On the SF-424, make the appropriate selection for question 19 once the applicant has complied with its state E.O. 12372 process.

If the applicant’s state does not appear on the SPOC list:

- Answer question 19 by selecting, “Program is subject to E.O. 12372 but has not been selected by the state for review.”

Applicants are strongly encouraged to register immediately on <https://www.grants.gov>. Any delays in registering with Grants.gov or submitting the SF-424 may result in insufficient time for processing your application through JustGrants. Refer to the U.S. [Department of Justice \(DOJ\) Application Submission Checklist](#) for additional details.

For technical assistance with submitting the SF-424, please call the Grants.gov customer service hotline at 800-518-4726, send questions via email to [support@Grants.gov](mailto:support@Grants.gov), or consult the [Grants.gov Organization Applicant User Guide](#). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

## Step Two: JustGrants Application

The remainder of the application will be completed through the Justice Grants System (JustGrants) at <https://justicegrants.usdoj.gov/>. No other form of application will be accepted. Applications with errors or missing information may be disqualified or rated accordingly. Please note that the application system will not accept incomplete applications or applications with errors.

## Standard Applicant Information

To begin the JustGrants application, applicants must first complete a web-based form in JustGrants which is pre-populated with the SF-424 data submitted in Grants.gov. Applicants are required to confirm the two Authorized Representatives (see following) and verify the legal name, address, and enter the ZIP code(s) for the areas affected by the project. For statewide or nationwide projects, the applicant should enter “State” or “National” in this field.

The Authorized Representatives are the officials who have ultimate and final responsibility for all programmatic and financial decisions regarding this COPS Office application as representatives of the legal recipient (e.g., your agency or organization).

### Who should be assigned as Authorized Representatives?

For **law enforcement agencies**, COPS Office awards require that both the top law enforcement executive (e.g., chief of police, sheriff, or equivalent) and the top government executive (e.g., mayor, board chairman, or equivalent) sign the application, and (if awarded funding) accept the award package. Both the top law enforcement executive and the top government executive must be assigned the role of Authorized Representative in JustGrants.

For **non-law enforcement agencies**, (institutions of higher education, school districts, private organizations, etc.), COPS Office awards require that both the programmatic official (e.g., executive director, chief executive officer, or equivalent) and financial official (e.g., chief financial officer, treasurer, or equivalent) sign the application, and (if awarded funding) accept the award package. These two officials must have the ultimate signatory authority to sign contracts on behalf of your organization. Both the programmatic official and the financial official must be assigned the role of Authorized Representative in Just Grants. Please note that nonexecutive positions (e.g., clerks, trustees) are not acceptable Authorized Representatives.

Before applicants can complete this section, the two Authorized Representatives must have established accounts in JustGrants after the Grants.gov portion of the application was submitted. **Please note: Users assigned as Authorized Representatives must log into the JustGrants system to activate their account. Users will not be visible in JustGrants until they have successfully logged into JustGrants.**

## Application Components

### Proposal Abstract

The proposal abstract is entered into a text box in JustGrants. Briefly summarize (in 5–6 sentences / 500 words or less) how your agency intends to use this award to achieve the stated program goals, if funded. The abstract should include names of applicant and partners, project title, purpose of the project (including goal and intended outcome), primary activities for which funds are requested, key partners, and who will benefit (including geographic area to be served). The abstract should be coherent, concise, and able to stand alone as a project summary. The abstract will not be scored but is used throughout the review process.

Write your project abstract for a general public audience without any personally identifiable or law enforcement sensitive information. Avoid using acronyms or terminology unfamiliar to a general public audience. This abstract, along with other federal award information, may be published on publicly available government-wide websites.

### Data Requested with Application

Applicants must complete the survey questions in the “Data Requested with Application” section of the JustGrants application. A copy of the survey questions required for this NOFO can be found at <https://cops.usdoj.gov/svpp>.

The following is a summary of the questions that applicants will be required to complete:

- Program Impact: Applicants will respond to questions regarding scope of program impact, including the number of schools and students impacted.
- Need for Improved Security/School Climate: Applicants will provide information on existing school security infrastructure and planning, and rate of incidents.
- Need for Federal Assistance: All applicants are required to explain their inability to address the needs identified in this application without federal assistance. Applicants will answer a series of questions about their service population and about the fiscal health of their area.
- Proposal Narrative Questions: All applicants are required to respond to these questions to describe their project and detail their proposal for grant funding.

## Budget and Associated Documentation

### Budget Detail Worksheet (Web-Based Form)

Applicants must complete the web-based budget worksheet form in JustGrants, providing narrative entries in the “additional narrative” field to describe and justify each proposed cost.

The information in the “additional narrative” field(s) should be mathematically sound and correspond clearly with the information provided in the budget detail worksheets. The narrative should explain how the applicant estimated and calculated all costs and how those costs are necessary to the completion of the proposed project and demonstrate the efficient use of funding in achieving program goals.

All items will be reviewed on a case-by-case basis to determine reasonableness and allowability in the context of the allowable and unallowable costs of the program’s purpose areas. Items under the program must be purchased in accordance the requirements set forth by the STOP School Violence Act of 2018 (34 U.S.C. § 10551 et seq.). In addition, each item must programmatically link to the SVPP activities described in your application.

Budget requests must not exceed the three-year award period. The COPS Office reserves the right to deny funding for items not considered reasonable, allocable, and allowable, even if not specified on the list of unallowable costs.

Applicants will not have the opportunity to revise their budget if unallowable costs are included. If selected for award, any unallowable costs will be removed from the budget by the COPS Office, and the award amount will be reduced accordingly.

All final calculations should be rounded to the nearest whole dollar. Once the budget for your application has been completed, a budget summary page will reflect the total amounts requested in each category, the total project costs, and the federal share and local share amounts.

Note: Costs incurred by the applicant prior to the start date of the period of performance of the federal award are unallowable. Requests for reimbursement of items purchased or expenses incurred prior to the award start date (i.e., pre-agreement costs) will not be approved by the COPS Office.

## Waiver of Local Cost Share (Matching Funds)

In the Local Match Details section, you will be presented with the option to request a waiver of the local cost share (matching funds) requirement. If a local cost share (matching funds) waiver is requested by selecting “Yes,” you will be instructed to enter the maximum local cost share you would be able to contribute, if any, and to specify if the COPS Office should continue to consider the application if the waiver request is not granted.

Local Cost Share (matching funds) waiver requests will be evaluated based on the availability of funding, a demonstration of severe fiscal distress as reflected through the fiscal health data provided in the application, and a comparison of your fiscal health data with that of the overall applicant pool. Please indicate whether the COPS Office should continue to consider your application if the waiver request is not granted or whether it should be removed from consideration.

## Noncompetitive Justification

Applicants should attach the noncompetitive justification or sole source justification as applicable. Additional guidance can be found in the [Sole Source Justification Fact Sheet](#).

## Consultant Rate

Applicants should attach the consultant rate justification as applicable. Additional guidance can be found in the [Consultant/Contractor Rate Information for COPS Office Awards Fact Sheet](#).

The COPS Office strongly recommends that uploaded files be clearly named to indicate the applicant organization name and the file contents to ensure that reviewers can easily locate application documents. Recommended file formats are Adobe PDF, Microsoft Word, and Microsoft Excel.

## Additional Application Components

### Letters of Support

Letters of support are required from major partners and other significant stakeholders when a proposed project involves coordination with another jurisdiction or agency (city, county, law enforcement agency, school district, etc.). Letters of support should confirm major partners’ or significant stakeholders’ planned involvement and support of the project. If an applicant submits multiple versions of the same document, the COPS Office will review only the most recent system validated version submitted.

Submit letters of support together as one attachment. The COPS Office strongly recommends that uploaded files be clearly named to indicate the applicant organization name and the file contents to ensure that reviewers can easily locate application documents. Recommended file formats are PDF, Microsoft Word, and Microsoft Excel.

## Disclosures and Assurances

### Lobbying Activities

JustGrants will prompt each applicant to indicate if it is required to complete and submit a lobbying disclosure under 31 U.S.C. § 1352.

The applicant is required by law to complete and submit a lobbying disclosure form (Standard Form/SF-LLL) if it has paid or will pay any person to lobby in connection with the award for which it is applying AND this application is for an award in excess of \$100,000. This disclosure requirement is not applicable to such payments by an Indian Tribe, Tribal organization, or any other Indian organization that are permitted by other federal law.

For this requirement, lobbying means influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress.<sup>1</sup> Note: Most applicants do not engage in activities that trigger this disclosure requirement.

An applicant that is not required by law<sup>2</sup> to complete and submit a lobbying disclosure should enter “No.” By doing so, the applicant is affirmatively asserting (under applicable penalties) that it has nothing to disclose under 31 U.S.C. § 1352 with regard to the application for the award at issue.

### U.S Department of Justice (DOJ) Certified Standard Assurances

Review and accept the [DOJ Certified Standard Assurances](#) in JustGrants. See the [FY25 SVPP Application Resource Guide](#) for additional information.

### DOJ Certifications

Review the DOJ document [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing](#). Sign the certification document. See the [FY25 SVPP Application Resource Guide](#) for additional information.

### Federal Civil Rights and Award Review

Please be advised that an application may not be funded and, if awarded, a hold may be placed on the award if it is deemed that the applicant is not in compliance with federal civil rights laws, is not cooperating with an ongoing federal civil rights investigation, or is not cooperating with a U.S. Department of Justice award review or audit.

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<sup>1</sup> See 31 U.S.C. 1352; 28 C.F.R. part 69.

<sup>2</sup> Law referenced is 31 U.S.C. 1352.

## Submission Dates and Time

The COPS Office highly recommends applicants work through the [JustGrants DOJ Application Submission Checklist](#) before submitting an application for review. This checklist details each step required to prepare a complete and accurate application submission.

Completed applications and *all* mandatory application components must be submitted in JustGrants June 26, 2025, by 4:59 p.m. ET. *Please note that technical support will not be available after 5:00 p.m. ET.*

To maintain the integrity of the competitive notice of funding opportunity process, the COPS Office can provide publicly available technical assistance regarding the mechanics of the application but cannot evaluate the merits of an application during the open notice of funding opportunity period.

For technical support with the Justice Grants System (JustGrants) application, please contact JustGrants Support at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175. JustGrants Support operates Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m. Eastern Time (ET) and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET. Training on JustGrants can also be found at <https://justicegrants.usdoj.gov/training-resources>.

## Section 508 of the Rehabilitation Act

If you are an applicant using assistive technology and you encounter difficulty when applying, please contact the COPS Office Response Center at [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov). The department is committed to ensuring equal access to all applicants and will assist any applicant who may experience difficulties with assistive technology when applying for awards using the JustGrants System.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0098, and the expiration date is 04/30/2025.

## Late Submissions

The COPS Office will review on a case-by-case basis requests for late submission due to unforeseen technical issues or extraordinary events such as extreme weather emergencies or mass casualty events.

- Requests for an extension of the Grants.gov deadline must be received no later than June 18, 2025, 4:59 p.m. ET.
- Requests for an extension of the JustGrants deadline must be received no later than June 26, 2025, 4:59 p.m. ET.

No late submission requests will be considered after the extension requests deadline. Extension of deadlines is rare and is not guaranteed.

To be considered for an extension, applicants must contact the COPS Office Response Center via email at [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov) detailing the technical/extraordinary issues that impact application submission. This email must be submitted prior to the deadline for which the applicant is requesting an extension. The applicant's email must include the following information:

- UEI number
- Organization name
- Point of contact name and information
- Application ID
- Nature of the issue/disaster and how it affected the applicant's ability to submit the application on time

The email subject line should read "FY25 SVPP Extraordinary Circumstances: [UEI number, Agency Name, Application ID]", with your UEI number and organization name and details filled in.

The COPS Office will respond to each applicant as soon as possible with either an approval and instructions for submission or a rejection. If the technical issues you reported cannot be validated, the application will be rejected.

The following conditions are not valid reasons to request an extension:

- Failure to begin the registration process in sufficient time
- Failure to follow instructions on Grants.gov or JustGrants
- Failure of the two assigned Authorized Representatives, with the proper authority, to activate accounts in JustGrants prior to application submission
- Failure to follow all the instructions in the notice of funding opportunity
- Failure to register or update information on the SAM website
- Failure to register or complete the SF-424 in grants.gov

Late submissions may be considered for review at the discretion of the COPS Office on a case-by-case basis due to unforeseen technical issues or extraordinary events such as extreme weather emergencies or mass casualty events.

# Application Review Information

The COPS Office is committed to ensuring a fair process for making awards. The COPS Office will review the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the NOFO. Applications will undergo a review and selection process, which includes a review of basic minimum requirements, scoring, comprehensive narrative review, administrative compliance review, and the COPS Office Director's selection. A description of each phase is provided in the following sections. Applicants are encouraged to review their own application prior to submission, with particular attention given to the Basic Minimum Requirements and each of the Review Criteria specified in the descriptions that follow.

## Basic Minimum Requirements (BMR) Review

Once the NOFO closes, COPS Office staff screen and evaluate applications for compliance with basic minimum requirements (BMR).

### BMR Criteria

The BMR review ensures that applicants are States, units of local government, Indian tribes, and public agencies and the application was responsive to the NOFO.

## Application Review

A team of reviewers will evaluate applications that meet the eligibility basic minimum requirements. The COPS Office may use internal reviewers, external reviewers, or a combination to assess applications on technical merit using the NOFO's review criteria. An external reviewer is an expert in the subject matter of a given topic area who is not a current federal employee. An internal reviewer is a current federal employee who is well-versed or has expertise in the subject matter of the subcategory. Feedback is advisory only, although reviewer views are considered carefully. Reviewers will be asked to review applications based on the application subcategory and the NOFO's stated purpose for the funding. Reviewers will also be asked to consider the subcategory-specific solicited goals, requirements, and deliverables described in the NOFO language.

Applications will first be scored according to the following weighting methodology, using responses to application questions:

- Program Impact: 25 percent
- Improved Security Need: 50 percent
- Federal Assistance Need: 25 percent

In determining which proposals will move forward to comprehensive narrative review, the COPS Office will consider scores, Administration priorities, as well as other considerations including geographic variety, including urban, suburban, and rural, and demonstrated need for improved school security and climate.

Note: Consideration for microgrant funding does not exclude your agency from being evaluated within the larger SVPP pool. In addition, any applicable priority consideration(s) is only one of many factors in making COPS Office funding decisions and does not guarantee an award.

## **Additional Consideration**

Additional consideration may be provided to applicants that:

- Did not receive funding under FY22- FY24 SVPP.
- Faced an unanticipated major disaster catastrophic event that had a significant impact on school security needs or on the ability to implement school safety and security enhancements in the time period from January 1, 2024, to present.
- Cooperate with federal law enforcement to address illegal immigration (state and local government applicants only).

## **Review Criteria**

Proposals selected for Comprehensive Narrative Review will then be reviewed and evaluated based on the following criteria:

- School Safety Planning and Assessment efforts
- Funding Request and Integration
- Management and Implementation Plan
- Sustainability Plan

Applications will receive a Comprehensive Narrative Review rating of Recommended or Not Recommended based on how the proposed project addresses the above elements.

## **Administrative Compliance Review**

All advancing applications will undergo an administrative compliance review. Past financial and programmatic performance with U.S. Department of Justice (DOJ) award funding will be considered in this review process. Past performance may affect the overall rating and ranking of an application. Factors that may be included in the past performance review include the following:

- Applicant adherence to all special conditions in prior awards
- Applicant compliance with programmatic and financial reporting requirements

- Applicant completion of closeout for prior awards in a timely manner
- Whether the applicant has received financial clearances in a timely manner
- Applicant timely resolution of issues identified in an audit or monitoring review
- Applicant adherence to single audit requirements
- Applicant timely completion of work and use of funds in prior awards

Pursuant to 2 C.F.R. Part 200 (“Uniform Guidance”), before award decisions are made, the COPS Office also reviews information related to the degree of risk posed by applicants. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, the COPS Office checks whether the applicant is listed in SAM as excluded from receiving a federal award.

The COPS Office must also review and consider any information about the applicant that appears in the nonpublic segment of the integrity and performance system accessible through SAM.gov under Entity Information, Responsibility/Qualification (formerly FAPIIS.gov). Applicants may review and comment on any information about their organization or agency in SAM that a federal awarding agency previously entered in the designated integrity and performance system, and such applicant comments will also be reviewed and considered.

The COPS Office may contact applicants regarding budget and financial questions as part of the review process. Contact is not indicative of an award decision. Based on risk findings, the COPS Office may remove an applicant from consideration or apply additional post-award conditions for oversight of the award should it be selected for funding.

## **Director Selection**

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Director of the COPS Office, who may also give consideration to factors including prior funding history, current award balances, population served, agency type and geographic variety, strategic priorities, past performance, significant concerns regarding ability of the applicant to administer federal funds, and available funding when making awards.

## **Federal Award Notices**

It is anticipated that awards will be announced on or after September 1, 2025. Any public announcements will be posted on the [COPS Office website](#). All award decisions are final and not subject to appeal.

Notice of award will be sent electronically from JustGrants to the Application Submitter, Authorized Representative, and Entity Administrator. Please note that this notice of award is NOT an authorization to begin performance. This award notification will include instructions on accessing the official award package in JustGrants, enrolling in Automated Standard Application for Payments (ASAP), and accepting

the award. The notice of award will contain details about the award including start and end dates, funding amounts, and award conditions. Recipients will be required to log into JustGrants to review, sign, and accept the award package. Applicants not selected for award will receive notification after all award recipients have been notified.

## The Award Package

The federal award package is the document indicating your official award funding amount, the award number, the award terms and conditions, and award start and end dates. The award start date indicated in the award package means that your organization may be reimbursed for any allowable costs incurred on or after this date. The duration of award is 36 months.

Your FY25 award number is in the following format: 15JCOPS-25-XX-XXXXX-XXXX. The COPS Office tracks award information using this number; therefore, it is important to have your award number readily available when corresponding with the COPS Office.

The award terms and conditions are listed in the award package. In limited circumstances, your award package may include additional award conditions or high-risk conditions that prevent your organization from drawing down or accessing award funds until the COPS Office determines that these conditions have been satisfied. Acceptance of the award is an acknowledgement that you are obtaining federal funds from the COPS Office. As part of that agreement, your organization acknowledges that it will comply with all applicable award terms and conditions, including any award or high-risk conditions.

## Administrative and National Policy Requirements

In addition to implementing the funded project consistent with the approved project proposal and budget, the recipient must also comply with award terms, conditions, and other legal requirements including, but not limited to, Office of Management and Budget (OMB), U.S. Department of Justice (DOJ), or other federal regulations that will be included in the award or incorporated into the award by reference or applicability.

The COPS Office strongly encourages applicants to review applicable requirements and terms and conditions prior to submitting an application. Terms and conditions for COPS Office awards are available on the COPS Office website in the [FY25 SVPP Application Resource Guide](#). Terms and conditions are subject to change before the award is issued. The FY25 SVPP Application Resource Guide contains additional requirements which apply to this application and award, including audit requirements, suspension, and termination requirements.

## Terms, Conditions, and Award Requirements

In addition to implementing the funded project consistent with the approved project proposal and budget, the recipient must also comply with award terms, conditions, and other legal requirements including, but not limited to, Office of Management and Budget (OMB), U.S. Department of Justice (DOJ), or other federal regulations that will be included in the award or incorporated into the award by reference or applicability.

The COPS Office strongly encourages applicants to review applicable requirements and terms and conditions prior to submitting an application. Terms and conditions for COPS Office awards are available on the COPS Office website in the [FY25 SVPP Application Resource Guide](#). Terms and conditions are subject to change before the award is issued. The FY25 SVPP Application Resource Guide contains additional requirements which apply to this application and award, including audit requirements, suspension, and termination requirements.

## Accepting the Award

To officially accept and begin your award, your organization must access your award package at <https://justgrants.usdoj.gov/>. Once you access your account, two Authorized Representatives will review and electronically sign the award document (including award terms and conditions and, if applicable, any special award conditions or high-risk conditions) within **45 days of the date shown on the award congratulatory letter**, unless an extension is requested and granted.

The two assigned Authorized Representatives (Law Enforcement Executive / Programmatic Official and Government Executive / Financial Official), as described in the Application Contents and Format section, are required to sign the award package. If either or both Authorized Representatives change between application submission and award receipt, the Entity Administrator will need to update the Authorized Representative(s) in JustGrants.

**Your organization will not be able to draw down award funds until the COPS Office receives your signed award document.** For more information on accepting your award, please visit the [JustGrants Training page](#) for step-by-step instructions.

## Administrative Actions and Legal Remedies Related to Federal Awards

Please be advised that an application may not be funded or, if awarded, a hold may be placed on this application if it is deemed that the applicant is not in compliance with federal civil rights laws, is not cooperating with an ongoing federal civil rights investigation, or is not cooperating with a U.S. Department of Justice award review or audit.

Misuse of COPS Office funds or failure to comply with all COPS Office award requirements may result in legal sanctions including suspension and termination of award funds, the repayment of expended funds, ineligibility to receive additional COPS Office funding, designation on the U.S. Department of Justice (DOJ) High Risk List, and other remedies available by law.

Under the False Claims Act, any credible evidence that a person has submitted a false claim or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving COPS Office funds may be referred to the Office of Inspector General (OIG). The OIG may be contacted at [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov), <https://oig.justice.gov/hotline/index.htm>, or 800-869-4499.

## Remedies for Noncompliance

Under 2 C.F.R. § 200.339, if the recipient fails to comply with award terms and conditions, the Federal awarding agency may impose additional conditions or take one or more of the following actions as appropriate in the circumstances:

- Temporarily withhold cash payments pending correction of the deficiency by the non-Federal entity or more severe enforcement action by the Federal awarding agency or pass-through entity.
- Disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance.
- Wholly or partly suspend or terminate the Federal award.
- Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or, in the case of a pass-through entity, recommend such a proceeding be initiated by a Federal awarding agency).
- Withhold further Federal awards for the project or program.
- Take other remedies that may be legally available.

Prior to imposing sanctions, the COPS Office will provide reasonable notice to the recipient of its intent to impose sanctions and will attempt to resolve the problem informally. Appeal procedures will follow those in the U.S. Department of Justice regulations in 28 C.F.R. Part 18. Awards terminated due to noncompliance with the federal statutes, regulations, or award terms and conditions will be reported to the integrity and performance system accessible through SAM (currently FAPIIS).

False statements or claims made in connection with COPS Office awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and any other remedy available by law.

Please be advised that recipients may not use COPS Office funding for the same item or service also funded by another U.S. Department of Justice award.

## Federal Awarding Agency Contact(s)

For technical assistance with submitting the SF-424, please call the Grants.gov customer service hotline at 800-518-4726, send questions via email to [support@Grants.gov](mailto:support@Grants.gov), or consult the [Grants.gov Organization Applicant User Guide](#). The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical support with the Justice Grants System (JustGrants) application, please contact the JustGrants Support at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175. The JustGrants Support operates Monday through Friday between the hours of 5:00 a.m. and 9:00 p.m. Eastern Time (ET) and Saturday, Sunday, and federal holidays from 9:00 a.m. to 5:00 p.m. ET. Training on JustGrants can also be found at <https://justicegrants.usdoj.gov/training-resources>.

For programmatic assistance with the requirements of this program, please contact the COPS Office Response Center at [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov). The COPS Office Response Center operates Monday through Friday, 9:00 a.m. to 5:00 p.m. ET, except on federal holidays.

## Freedom of Information Act and Privacy Act (5 U.S.C. §§ 552 and 552a)

All applications submitted to the COPS Office (including all attachments to applications) are subject to the federal Freedom of Information Act (FOIA) and to the Privacy Act. By law, DOJ may withhold information that is responsive to a request if DOJ determines that the responsive information is protected from disclosure under the Privacy Act or falls within the scope of one or more of the nine statutory exemptions under FOIA. DOJ cannot agree not to release some or all portions of an application/award file in advance of a request pursuant to the FOIA.

In its review of records that are responsive to a FOIA request, the COPS Office will withhold information in those records that plainly falls within the scope of the Privacy Act or one of the statutory exemptions under FOIA. Some examples include certain types of information in budgets and names and contact information for project staff other than certain key personnel. In appropriate circumstances, the COPS Office will request the views of the applicant/recipient that submitted a responsive document.

## Feedback to the COPS Office

To assist the COPS Office in improving its application and award processes, we encourage applicants to provide feedback on this NOFO, the application submission process, and the application review peer review process. Provide feedback via email to [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov) with the following subject line: "FY24 [Insert Program Here] Program Feedback."

**Important:** This email is for feedback and suggestions only. Replies are not sent from this mailbox. If you have specific questions on any program or technical aspect of the NOFO, you must contact the COPS Office Response Center at [AskCopsRC@usdoj.gov](mailto:AskCopsRC@usdoj.gov).

# COPS Office Other Information

## Reporting, monitoring, and evaluation requirements

### Reporting

If awarded, your organization will be required to submit quarterly Standard Form 425, Federal Financial Reports (FFR) as well as semiannual Programmatic Performance Reports. Recipients should be prepared to track and report program award funding separately from other funding sources (including other COPS Office federal awards) to ensure accurate financial and programmatic reporting on a timely basis. Recipients should ensure that they have financial internal controls in place to monitor the use of program funding and ensure that its use is consistent with the award terms and conditions. Good stewardship in this area includes written accounting practices, use of an accounting system that tracks all award drawdowns and expenditures, and the ability to track when award-funded positions are filled or approved purchases are made. Failure to submit complete reports or submit reports in a timely manner will result in the suspension and possible termination of a recipient's COPS Office award funding or other remedial actions.

### Monitoring

Federal law requires that agencies receiving federal funding from the COPS Office be monitored to ensure compliance with their award conditions and other applicable statutory regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of award implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice.

Awarded organizations will be responsible for submitting Programmatic Performance Reports on a semiannual basis and SF-425 - Federal Financial Reports on a quarterly basis. In addition, awarded organizations will be responsible for the timely submission of a final Closeout Report and any other required final reports. All COPS Office recipients will be required to participate in such award monitoring activities of the U.S. Department of Justice, including but not limited to the COPS Office, the Office of the Inspector General, or any entity designated by the COPS Office.

Please note that the COPS Office may take a number of monitoring approaches, such as site visits, enhanced office-based award reviews, alleged noncompliance reviews, and periodic surveys to gather information and to ensure compliance. The COPS Office may seek information including, but not limited to, your organization's compliance with nonsupplanting and both programmatic and financial requirements of the award, and your organization's progress toward achieving your community policing strategy. Grant Operations staff are particularly interested in confirming that the purchase of items and/or services is consistent with the applicant's approved award budget as reflected on the Financial Clearance Memorandum and Final Funding Memorandum.

If awarded funds, you agree to cooperate with and respond to any requests for information pertaining to your award in preparation for any of the above-referenced award monitoring activities.

Please feel free to contact your COPS Office Program Manager to discuss any questions or concerns you may have regarding the monitoring, reporting, and evaluation requirements.

## Program Evaluation

Though a formal assessment is not a requirement, awarded organizations are strongly encouraged to conduct an independent assessment of their respective award-funded projects. Project evaluations have proven to be valuable tools in helping organizations identify areas in need of improvement, providing data about successful processes, and reducing vulnerabilities.

Selected award recipients shall be evaluated on the local level or as part of a national evaluation, pursuant to guidelines established by the Attorney General. Such evaluations may include assessments of individual program implementations. In select jurisdictions that can support outcome evaluations, measurement of the effectiveness of funded programs, projects, and activities may be required. Outcome measures may include crime and victimization indicators, quality of life measures, community perceptions, and police perceptions of their own work.

## Financial Management and System of Internal Controls

Award recipients and subrecipients must, as set out in the Uniform Guidance at 2 C.F.R. § 200.303, do the following:

- Establish, document, and maintain effective internal control over the federal award that provides reasonable assurance that the recipient or subrecipient is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should align with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal award.
- Evaluate and monitor the recipient’s or subrecipient’s compliance with statutes, regulations, and the terms and conditions of federal awards.
- Take prompt action when instances of noncompliance are identified.
- Take reasonable cybersecurity and other measures to safeguard protected personally identifiable information (PII) and other information. This also includes information the federal awarding agency or pass-through entity designates as sensitive or other information the recipient or subrecipient considers sensitive and is consistent with applicable federal, state, local, and tribal laws regarding privacy and responsibility over confidentiality.

## Audit Requirement

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 C.F.R. Part 200, Subpart F – Audit Requirements, available at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-F>, establish the requirements for organizational audits that apply to COPS Office award recipients. Recipients must arrange for the required organization-wide (not award-by-award) audit in accordance with the requirements of Subpart F.

## Civil Rights

All recipients are required to comply with nondiscrimination requirements contained in various federal laws. A memorandum addressing federal civil rights statutes and regulations from the Office for Civil Rights, Office of Justice Programs will be included in the award package for award recipients. All applicants should consult the Assurances form to understand the applicable legal and administrative requirements.

## Funding to Faith-Based Organizations

Faith-based organizations may apply for this award on the same basis as any other organization subject to the protections and requirements of 28 C.F.R. Part 38 and any applicable constitutional and statutory requirements, including 42 U.S.C. 2000bb et seq. The Department of Justice will not, in the selection of recipients, discriminate for or against an organization on the basis of the organization's religious character, motives, or affiliation, or lack thereof, or on the basis of conduct that would not be considered grounds to favor or disfavor a similarly situated secular organization.

A faith-based organization that participates in this funded program will retain its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law. An organization may not use direct Federal financial assistance from the Department of Justice to support or engage in any explicitly religious activities except when consistent with the Establishment Clause of the First Amendment and any other applicable requirements. An organization receiving Federal financial assistance also may not, in providing services funded by the Department of Justice, or in their outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

Any organization providing social services supported by financial assistance from DOJ must give written notice to beneficiaries and prospective beneficiaries of certain civil rights protections. In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements. Further guidance on federal financial assistance for faith-based organizations can be found at [Civil Rights | Partnerships with Faith-Based and Other Neighborhood Organizations | Office of Justice Programs \(ojp.gov\)](#) and [Equal Treatment of Faith-Based Organizations in DOJ-Supported Social Service Programs](#).

## Public Reporting Burden: Paperwork Reduction Act Notice

The public reporting burden for this collection of information is estimated to be up to 11.3 hours per response, depending upon the COPS Office program being applied for, which includes time for reviewing instructions. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 145 N Street NE, Washington, DC 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503. For any questions or comments, please contact Donald Lango, COPS Office Paperwork Reduction Act Program Manager, at 202-616-9215.

You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0098, and the expiration date is 04/30/2025.

## Performance Measures

To assist in fulfilling the U.S. Department of Justice's responsibilities under the Government Performance and Results Act Modernization Act (GPRA Modernization Act) of 2010, P.L. 111-352), recipients who receive funding from the Federal Government must measure the results of the work that funding supports. This act specifically requires the COPS Office and other federal agencies to set program goals, measure performance against those goals, and publicly report progress in the form of funding spent, resources used, activities performed, services delivered, and results achieved.

The performance measures for this program can be found at [Compliance and Reporting | COPS OFFICE](#).

Based on the data collected from recipients, the COPS Office may make improvements to this program to better meet the program's objective and recipients' needs. Data will be collected on a periodic basis through performance reports.

## Application Checklist

Please refer to the [JustGrants DOJ Application Submission Checklist](#).

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

**From:** Justin Witt

**Date:** June 12, 2025

**Subject:** Soddy Daisy Middle School Architect Selection

**Board Agenda Category:**

- Consent Agenda
- Action Item
- Reports and Information

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The selection committee recommended the following architectural firms to the County Mayor and Superintendent:

MBI Companies  
MTa Architecture & Planning  
Neuhoff Taylor Architects

After consideration they have selected MTA to design the Soddy Daisy Middle School Renovation and Addition.

The selection requires School Board approval. If approved a design contract with MTA will be drafted and sent back to the Board for final approval.

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served

WESTON WAMP  
COUNTY MAYOR



TODD E. LEAMON, P.E.  
ADMINISTRATOR OF PUBLIC WORKS  
COUNTY ENGINEER

## HAMILTON COUNTY, TENNESSEE

### MEMORANDUM

TO: Mayor Weston Wamp  
Dr. Justin Robertson

FROM: Todd E. Leamon *TEL*

DATE: May 21, 2025

SUBJECT: **ARCHITECTURAL SELECTION FOR SODDY DAISY MIDDLE SCHOOL  
RENOVATIONS AND ADDITIONS**

Our committee has finished the selection process for the firms to provide professional services required for the above project.

The firms selected for your consideration are:

MBI Companies  
MTa Architecture and Planning  
Neuhoff Taylor Architects

Thank you.

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

From: *Shannon Moody, Chief Strategy Officer*

Date: *June 12, 2025*

Subject: *Proposed Policy Revision, First Read*

**Board Agenda Category:**

- Consent Agenda*
- Action Item*
- Reports and Information*

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*The Administration, in consultation and under the advisement of the Board's attorneys, has reviewed and recommended the following policies for a first reading.*

<u><i>Policy #</i></u>	<u><i>Policy Title</i></u>
<i>5.3023</i>	<i>Paid Parental Leave</i>
<i>5.1042</i>	<i>Educator Diversity</i>

**Opportunity 2030 Commitment Connection**

- Every Student Learns*
- Every Student Belongs*
- Every School Equipped*
- Every Employee Valued*
- Every Community Served*

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in June</b>	Descriptor Term: <b>Paid Parental Leave</b>	Descriptor Code: <b>5.3022</b>	Issued Date: <b>06/18/20</b>
		Rescinded:	Revised: <b>07/20/23</b>

1 Paid parental leave (PPL) is a benefit that allows eligible licensed employees to receive six paid weeks  
2 of leave during the twelve-month period after a birth or stillbirth of the employee's child or the  
3 employee's adoption of a newly placed minor child. "Adoption" includes that period of time beginning  
4 with the filing of an adoption petition and the initial placement of a minor child within the residence of  
5 a prospective adoptive parent pursuant to a court-ordered parental power of attorney or guardianship or  
6 custodial order until the issuance of a final order of adoption by the court.<sup>3</sup>

7 Employees shall give notice of the need for leave at least thirty (30) days in advance of the qualifying  
8 event. If the employee is unable to provide at least thirty days' notice, the employee shall give the notice  
9 as soon as reasonably possible.

10 For the purpose of calculating service anniversary dates, absence from work due to utilizing leave  
11 granted pursuant to this policy is considered full-time employment.

12 Leave used by an employee pursuant to this policy will not be charged to sick, annual, or other leave the  
13 employee may have accumulated. Leave used pursuant to this policy will count toward and run  
14 concurrently with the employee's use of Family and Medical Leave Act (FMLA) leave and maternity or  
15 paternity leave.

## 16 ELIGIBILITY<sup>1</sup>

17 An eligible employee shall meet the following eligibility criteria:

- 18 1. At the time of the qualifying event (birth, adoption, or stillbirth), the employee must have been  
19 employed by ~~Hamilton County Schools a Tennessee public school or public charter school~~ full-  
20 time for at least 12 consecutive months and must have a valid license of qualification or  
21 emergency credential issued by the Tennessee Department of Education required for the position  
22 the employee holds.
- 23 2. During the entirety of the 12 months of full-time employment immediately preceding the  
24 qualifying event ~~commencement of the leave~~, the employee must have served in one or more  
25 positions that required him/her to hold a valid license for the position(s), and the employee must  
26 have held the license required for the position(s) or an emergency credential issued by the  
27 Tennessee Department of Education for the entire 12 months. If, at any point during that 12-  
28 month period, the employee serves in a position for which no license or emergency credential is  
29 required, the employee is ineligible for this leave. ~~Please note that employees on a permit are~~  
30 ~~ineligible because a permit is a temporary emergency credential and is not considered a valid~~  
31 ~~license of qualification for employment purposes~~. An employee in a teaching position must hold  
32 an educator license in order to be eligible.

1 **LEAVE ALLOWANCE**

2 An eligible employee will be granted six (6) weeks (30 workdays) of paid leave under this policy during  
3 the twelve-month period following the qualifying event. The leave days taken pursuant to this policy  
4 does not need to be taken consecutively. An employee will receive no more than six (6) weeks (30  
5 workdays) of paid leave during one twelve-month period, even if the employee experiences more than  
6 one qualifying event (birth, stillbirth, or adoption) during one twelve-month period. **Leave only applies**  
7 **to base pay. Any supplemental pay, such as coaching, stipends, differentiated compensation, etc., does**  
8 **not apply.**

9 **In order to be eligible for adoptive leave, an employee must submit to HCDE a statement from a state-**  
10 **licensed child-placing agency verifying the adoption. In the event the adoption process is not completed,**  
11 **then the approval of leave will be rescinded. This leave does not apply in the case of a stepchild or adult**  
12 **adoption.**

13 Leave granted pursuant to this section must be used within twelve (12) months of the qualifying event.

14 **LEAVE TRANSFER**

15 PPL does not accrue and expires within a twelve-month period; it cannot be transferred to other school  
16 districts. HCDE can verify if it has issued PPL to an employee, and it will be up to the employee's new  
17 district to recertify the employee for PPL.

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Legal References

1. TCA § 8-50-814
2. TCA § 4-21-208
3. TCA § 8-50-814 (a)

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Cross References

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Educator Diversity</b>	Descriptor Code: <b>5.1042</b>	Issued Date: <b>03/18/21</b>
		Rescinds:	Revised: <b>06/12/25</b>

1 The Hamilton County Board of Education believes that students deserve access to diverse, effective  
2 teachers and high-quality instruction.

3 ~~"Minority Educator" includes, but is not limited to, an educator who is Black or African American;~~  
4 ~~Hispanic or Latino; Asian American; Native Hawaiian or Other Pacific Islander; or American Indian or~~  
5 ~~Alaska Native; or two or more races as reported by the educator in the state licensure database. For the~~  
6 purposes of this policy, educator diversity refers to a teaching workforce that reflects a broad range of  
7 backgrounds, experiences, and perspectives, including but not limited to race, ethnicity, language,  
8 socioeconomic backgrounds, and pathways into the profession.

9 Therefore, the Hamilton County Board of Education is committed to Educator Diversity in Hamilton  
10 County Schools, and directs the Administration to do the following in support of ~~minority-inclusive~~  
11 educator recruitment and retention:

12 ~~Create specific goals outlining how the district will address~~ Develop strategies that support educator  
13 diversity, taking into consideration the diversity of the students Hamilton County Schools serves, ~~and~~  
14 ~~strategies that will be used in support of the goals to recruit and retain minority educators.~~ These goals  
15 strategies shall be incorporated into and aligned with the district's strategic plan and shall be implemented  
16 in a manner consistent with all applicable state and federal non-discrimination laws.

17 The most effective strategies to recruit and retain ~~minority diverse~~ educators will be those that are  
18 tailored to our local context, informed by our data, and involve collaboration between Hamilton County  
19 Schools and educator preparation programs. Such strategies may include, but are not limited to:

- 20 1. Identifying prospective educators from the local pool of diverse students, paraprofessionals,  
21 industry professionals, or other community members and supporting them in seeking educator  
22 licensure, including providing information and assistance with enrolling in educator preparation  
23 programs;
- 24 2. Working with educator preparation program leadership to identify any potential barriers to entry  
25 and/or program completion for minority educators and to develop strategies to remove these  
26 barriers;
- 27 3. Reviewing the district-level recruitment processes, including the diversity of teams involved in  
28 recruitment, interviewing, and hiring, and revising these processes as needed;
- 29 4. Reviewing recruitment and application materials to eliminate potential barriers to entry for  
30 ~~minority qualified~~ educators candidates.

1 ~~Administration is directed to adopt strategies to retain minority educators, including both new and~~  
2 ~~veteran educators.~~ All strategies adopted under this policy shall comply with applicable state and federal  
3 laws. No hiring or employment decision shall involve preferential treatment.

4 Accordingly, the Hamilton County Board of Education adopts this Educator Diversity policy to authorize  
5 and direct the Administration of the Hamilton County Schools to develop an Educator Diversity Plan.  
6 The Educator Diversity Plan shall be shared with the Board annually, and the Administration will update  
7 the Board on progress yearly.

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Legal References

1. TCA 49-1-211 (a)
2. SBOE Policy 5.700

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Cross References

Equal Opportunity Employment 5.104

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

From: *Shannon Moody, Chief Strategy Officer*

Date: *June 12, 2025*

Subject: *Proposed Policy Revision, Final Read*

**Board Agenda Category:**

- Consent Agenda*
- Action Item*
- Reports and Information*

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*The Administration, in consultation and under the advisement of the Board's attorneys, has reviewed and recommended the following policies for final read and approval.*

*Policies 3.402 & 3.405 are recommended to be rescinded based on duplication in the owner-operator contract.*

<u><i>Policy #</i></u>	<u><i>Policy Title</i></u>
<i>3.402</i>	<i>Special Use of School Buses</i>
<i>3.405</i>	<i>Owner/Operator Bus Services</i>
<i>6.201</i>	<i>Compulsory Attendance</i>

*Policy 6.311 has been adjusted based on policy committee recommendations and updated state law and is recommended for first and final read to remain in compliance with state law for the 2025-2026 school year.*

<u><i>Policy #</i></u>	<u><i>Policy Title</i></u>
<i>6.311</i>	<i>Cell Phone Use</i>

**Opportunity 2030 Commitment Connection**

- Every Student Learns*
- Every Student Belongs*
- Every School Equipped*
- Every Employee Valued*
- Every Community Served*



<b>Hamilton County Board of Education</b>			
Monitoring: Review: Annually in October	Descriptor Term: <b>Owner/Operator Bus Service</b>	Descriptor Code: <b>3.405</b>	Issued Date: 09/19/19
		Rescinded: <b>06/12/25</b>	Revised: 11/21/24

~~The director of schools will contract annually with individual owners of buses to provide student transportation services<sup>1</sup>.~~

~~**RESPONSIBILITIES OF BUS OWNERS**~~

- ~~1. Each school bus and all related equipment shall be maintained in condition to operate safely at all times during the school year and shall conform to specifications as set forth by the State Board of Education<sup>1</sup> and National Highway Traffic Safety Administration.~~
- ~~2. Each bus driver shall obey all applicable state rules and regulations.~~
- ~~3. A school bus owner shall give 30 calendar days written notice to the Board when he/she wishes to terminate his/her bus operation contract.~~
- ~~4. A school bus owner shall secure the approval of the director of schools or his/her designee before he may sell his bus during the period of his/her contract. The sale of a bus does not obligate the director of schools to enter into contract with the new owner.~~
- ~~5. Each school bus owner shall have on file in the director of schools' office or his/her designee a current statement of liability and property damage insurance coverage carried on the bus, bus driver and bus contractors.~~
- ~~6. Each school bus owner must specify for the director of schools' approval or his/her designee the name of the designated driver and at least one substitute driver of his/her bus.~~
- ~~7. Each school bus driver shall submit to the director of schools or his or her designee, the results of his latest physical examination.~~
- ~~8. By the end of the first month of each school year, each bus owner shall file with the director of schools or his/her designee on forms approved by the Board a report giving an accurate record of the names of all students transported on his/her bus and the school to which each student is transported.~~

~~Legal References:~~

- ~~1. TCA 49-6-2102(d) TRR/MS 0520-01-05~~

~~Cross-References:~~

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Compulsory Attendance Ages</b>	Descriptor Code: <b>6.201</b>	Issued Date: <b>07/18/13</b>
		Rescinds:	Revised: <b>06/12/25</b>

## General Provisions

Children between the ages of 6 and 17 years, inclusively, must attend a public or private school.<sup>1</sup>

The compulsory attendance law, however, shall not apply to the following:<sup>2</sup>

- 1) A student who has received a diploma or other certificate of graduation;
- 2) A student who is enrolled and making satisfactory progress in a course leading to a GED;
- 3) A student enrolled in a homeschool who has reached the age of 17.

A parent or guardian or legal custodian who believes that his or her six-year old child is not ready to attend school may make application to the principal of the public school that the child would attend requesting a one-semester or one-year deferral in required attendance. Any such deferral shall be reported to the director of schools by the principal. Under certain circumstances, the Board may temporarily excuse students from complying with the provisions of the compulsory attendance law.<sup>3</sup>

No child shall be eligible to enter first grade without having attended an approved Kindergarten program.

A child entering a special education program shall be no less than three years of age.

## Five-year old children

Any child residing within the State who will be five years of age on or before August 15 and whose parent(s) or legal guardian(s) applies for admission shall be enrolled in the school designated by the Board.<sup>4</sup>

## Adult Students

Any student presently enrolled in the Hamilton County Schools who has his or her 18th birthday during the school year will be allowed to complete the school year at that school.

The student may be allowed to continue in that school for one additional semester provided that (1) the student will be able to earn sufficient credits in order to graduate at the end of that semester; (2) in the judgment of the principal, the student has had good attendance; and (3) in the judgment of the principal, the student has not been a disciplinary problem. ~~Any student who wishes to remain enrolled in Hamilton County Schools who does not meet these criteria may apply to attend Hamilton County High School's adult high school program.~~

<sup>1</sup> T.C.A. §49-6-3001(c)(1)

<sup>2</sup> T.C.A. §49-6-3005

<sup>3</sup> T.C.A. §49-6-3005

<sup>4</sup> T.C.A. §49-6-201(3); T.C.A. §49-6-201(8)(d); Tennessee Rules and Regulations 0520-1-3.03(10)

# Hamilton County Board of Education

Monitoring: <b>Review: Annually, in March</b>	Descriptor Term: <b>Cell Phone Use</b>	Descriptor Code: <b>6.311</b>	Issued Date: <b>07/20/23</b>
		Rescinded:	Revised: <b>06/12/25</b>

1 The increase in the use of cell phones and personal communication devices by students during the school  
2 day has become a significant distraction in the school environment and is impeding student learning.  
3 Accordingly, subject to the exceptions set forth in this policy, students may not use or possess cell phones  
4 or personal wireless communication devices while on campus during the regular school day.

5 TCA defines wireless communication devices as a portable wireless device that has the capacity to  
6 provide voice, messaging, or other data communication between two (2) or more parties.

7 A student may, however, be permitted to utilize a wireless communication device under the following  
8 circumstances:

- 9 1. In case of emergency;
- 10
- 11 2. When authorized by a teacher
- 12
- 13 3. To manage the student's health, as documented in the student's individual healthcare plan;
- 14
- 15 4. When the possession or use is required by the student's individual education program, 504 plan,  
16 or individual learning plan; or
- 17
- 18 5. When the device is being used by a student with a disability for the operation of assistive  
19 technology to increase, maintain, or improve the student's functional capabilities.

20 All staff will be informed if a student has an identified exception and will accommodate the student  
21 accordingly.

## 22 **PENALTIES**

23 Consequences for cell phone violations will be issued in alignment with the HCS Code of Acceptable  
24 Behavior. The consequences for violating this cell phone policy may be in addition to any other  
25 violations of the HCS Code of Acceptable Behavior.

26 Wireless communication devices are brought to school at the student's own risk. School staff are not  
27 liable for lost or stolen cell phones and are not responsible for conducting any investigations regarding  
28 the loss of a student's electronic device.

## 29 **EMERGENCY COMMUNICATION PLAN**

- 1 In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be
- 2 alerted through electronic means at the contact information on record within the student information
- 3 system.

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Legal References

1. [Public Acts of 2025, Chapter No. 103](#)

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Cross References

Code of Conduct 6.300

**SAMPLE**  
**Director of Schools**  
**Performance Evaluation Instrument**

## **Director of Schools Performance Evaluation Guidelines**

1. An annual evaluation of the Director of Schools shall take place in July.
2. The evaluation shall be based on the duties and responsibilities of the Director of Schools as set forth by the laws of the State of Tennessee and his/her contract.
3. The evaluation instrument utilized in this process shall be cooperatively developed by the Board and Director of Schools.
4. The evaluation rating scale to be used is as follows:
  - 5 – Significantly above expectations
  - 4 – Above expectations
  - 3 – At expectations
  - 2 – Below expectations
  - 1 – Significantly below expectations
5. The evaluation will be distributed to all Board members in June in order to be completed and included in the written evaluation to the Director of Schools in July.
6. A satisfactory score will be if the average overall score is 3.00 or above.
7. The Board shall meet with the Director of Schools to discuss the evaluation results at the July Board meeting. The evaluation shall include a recommendation for improvement in any areas where the Board deems the Director of School's performance to be unsatisfactory or in need of improvement.
8. The Director of Schools shall have the right to make a written or oral response to the evaluation.
9. A copy of the written evaluation shall be delivered to the Director of Schools two weeks prior to the July Board meeting.

## A. Board Relationships

	1	2	3	4	5
1. Seeks and accepts constructive criticism of work from the Board.					
2. Maintains/improves relations with the Board by consistent and appropriate interpersonal and professional interactions.					
3. Keeps all Board members informed on issues, needs and operation of the school system, including employment, promotion, and dismissal of personnel.					
4. Interprets and executes the intent of Board policy through the development of administrative procedures.					
<b>Total Mean Score:</b>					

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>Provides supporting documentation for each section of the director's evaluation instrument.</li> <li>Samples of administrative procedures that adhere with Board policy.</li> </ul>	<ul style="list-style-type: none"> <li>Inconsistently uses feedback from the Board to improve and demonstrates little evidence of growth.</li> <li>Unprepared or disengaged with the Board and professional learning opportunities.</li> <li>Engages in the evaluation process without evidence of focus on continuous improvement.</li> <li>Self-reflections do not match the expectations of the Board of the director's evaluation instrument.</li> <li>Inconsistently contributes to school district growth by failing to assist and mentor administrators.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Uses feedback from the Board to implement personal and professional improvement strategies.</li> <li>Prepared and engaged with the Board and professional learning opportunities.</li> <li>Engages in the evaluation process with evidence of focus on improvement.</li> <li>Contributes to the school district by assisting others, including at least two of the following.               <ul style="list-style-type: none"> <li>Collaborative planning with administrators and staff to execute Board policies and decisions.</li> <li>Actively participating in professional learning.</li> </ul> </li> <li>Building capacity for aspiring administrators.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Uses feedback from the Board to significantly improve performance.</li> <li>Consistently prepared and highly engaged with the Board and in professional learning opportunities.</li> <li>Engages in the evaluation process and seeks out feedback, matching the expectations of the Board and director's evaluation instrument.</li> <li>Actively and consistently contributes to the school district by assisting and/or mentoring others, including:               <ul style="list-style-type: none"> <li>Collaborative planning with administrators and staff to execute Board policies and decisions.</li> <li>Actively leading professional learning.</li> <li>Leading data-driven professional learning opportunities.</li> <li>Building capacity for aspiring administrators.</li> </ul> </li> </ul>

## B. District Staff and Personal Relationships

	1	2	3	4	5
1. Leverages administrators' strengths to engage all students in meaningful, relevant learning opportunities while ensuring employees are accountable for job responsibilities.					
2. Knowledgeable about the curriculum and establishes clear expectations for administrators.					
3. Develops good staff morale, is accessible to administrators, and interacts effectively with district employees.					
4. Supports professional learning activities for teachers and administrators.					
5. Recognizes and celebrates improved school and student performance related to Board vision and goals.					
6. Uses administrator evaluation data to inform, assess, and adjust professional learning, goals, and plans.					
7. Demonstrates use of system and staff evaluation data for personnel policies, decision-making, promotion of career growth, and professional development.					
8. Ensures professional learning opportunities align with the Tennessee Standards for Professional Learning and models learning for staff.					
9. Offers professional development that is focused on student learning consistent with the school district's vision, mission, and goals.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>District leadership team meeting agendas and notes.</li> <li>School level summary of principal use of data in determining staffing needs and placement.</li> <li>Summary of school level use of teacher effectiveness data and teacher leaders.</li> <li>Samples of staff and student recognition events at each school.</li> </ul>	<ul style="list-style-type: none"> <li>Limited or no assignment of administrators based on student learning needs, demonstrated effectiveness, and Board and district goals.</li> <li>Limited or no opportunities to extend impact of high-performing teachers.</li> <li>Clear criteria for recognition and celebration of schools and student performance and growth.</li> <li>Shows limited or no use of the evaluation process and does not meet with administrators.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Assigns administrators based on student learning needs, demonstrated effectiveness, and Board and district goals.</li> <li>Provides opportunities to extend impact of high performing teachers and administrators.</li> <li>Creates and implements clear criteria for recognition of schools and students.</li> <li>Ensures administrators provide structured feedback and use the evaluation process for professional learning and growth.</li> <li>Uses evaluation data to determine trends.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Engages with administrators to review multiple data sources.</li> <li>Creates a coherent system to extend impact of administrators.</li> <li>Supports school rituals, traditions, and initiatives.</li> <li>Builds and sustains a focused on continuous improvement.</li> <li>Creates a district-wide plan for professional learning aligned to the Board's vision for professional learning and growth.</li> </ul>

## C. Community Relationships

	1	2	3	4	5
1. Identifies multiple points of view for problem solving situations and involves stakeholders in decisions affecting the district.					
2. Strategically utilizes community resources and established partnerships to support the Board's vision, mission, and goals.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>Examples of school district level website, newsletters, and surveys if available.</li> <li>Examples of meeting agendas and schedules for parental involvement and community engagement.</li> <li>Provide a community assets inventory based on data provided by each school.</li> <li>Samples of school partnerships and partnership activities.</li> <li>Samples of meetings and conversations with community partners and educators.</li> <li>Donations and contributions to each school or the district.</li> </ul>	<p>Shows limited or no evidence of:</p> <ul style="list-style-type: none"> <li>Welcoming and engaging families.</li> <li>Offering timely, relevant, and accessible communication.</li> <li>Providing district staff with sufficient resources needed to communicate regularly with families.</li> <li>Creating flexible scheduling for meetings, gatherings, and celebrations in response to parent needs.</li> <li>Assessing community partners and resources.</li> <li>Allocating fiscal, human, technological, and physical resources or allocates these with misalignment to the Board's vision, mission, and goals.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Welcomes and engages all families.</li> <li>Offers opportunities for families to participate in school initiatives when applicable.</li> <li>Provides district staff with sufficient resources needed to communicate regularly with families.</li> <li>Creates flexible scheduling for meetings, gatherings, and celebrations in response to parent needs.</li> <li>Conducts an accurate assessment of community partners and resources.</li> <li>Ensures accepted resources support the Board's vision, mission, and goals.</li> <li>Allocates fiscal, human, technological, and physical resources to align with the Board's vision, mission, and goals.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<p>In addition to Level 3 requirements:</p> <ul style="list-style-type: none"> <li>Establishes a two-way communication process for families that provides information about student progress and learning.</li> <li>Supports family and community partnerships that are visible and sustainable.</li> <li>Assesses potential community partners and secures additional resources that support the district.</li> <li>Highlights usage of resources and shares district accomplishments by regularly communicating with community partners.</li> </ul>

## D. Strategic Planning

	1	2	3	4	5
1. Initiates communication and facilitates cooperation and collaboration among staff regarding the district's five-year strategic plan, curriculum, and program initiatives.					
2. Keeps the Board and community informed of progress towards long-range goals.					
3. Ensures the vision shapes the educational programs, plans, and activities of the district.					
4. Uses assessment data related to student learning to effectuate the Board's five-year strategic plan.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>Summary of principal observation evaluations and growth plans.</li> <li>Agendas from district leadership and principal professional development.</li> <li>District and school level goals for professional development related to student achievement, gap closure, college-career readiness, and growth.</li> <li>District and School Improvement Plans that operationalize the Board's five-year strategic plan.</li> </ul>	Builds limited or no capacity for: <ul style="list-style-type: none"> <li>Developing administrators' understanding of state adopted standards and instructional practice.</li> <li>Demonstrating fidelity to state and district approved standards and curriculum.</li> <li>Studying, analyzing, and evaluating approved curriculum resources.</li> <li>Establishing a system for monitoring student achievement.</li> <li>Establishing collective accountability when making needed adjustments to build administrator capacity.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	Builds capacity among administrators for: <ul style="list-style-type: none"> <li>Developing an accurate understanding of state adopted standards and instructional practice.</li> <li>Demonstrating fidelity to state and district approved standards and curriculum.</li> <li>Studying, analyzing, and evaluating approved curriculum resources and instructional programs.</li> <li>Establishing a system for monitoring student achievement.</li> <li>Establishing collective accountability when making needed adjustments to improve instruction.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	In addition to Level 3 descriptors: <ul style="list-style-type: none"> <li>Communicates the Board's five-year strategic plan to all staff.</li> <li>Ensures the Board's vision, mission, and goals shape the educational programs, plans, and activities.</li> <li>Actively monitors, evaluates, advises, and regularly updates the Board on the five-year strategic plan.</li> <li>Ensures the District and School Improvement Plans operationalize the Board's five-year strategic plan.</li> </ul>

## E. District Management and Operations

	1	2	3	4	5
1. Ensures operational plans and procedures to achieve the vision, mission, and goals are in place.					
2. Identifies, confronts, and resolves problems in a timely manner.					
3. Recognizes, studies, and applies emerging trends as appropriate.					
4. Uses effective communication skills.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<p>Provides the Board with:</p> <ul style="list-style-type: none"> <li>• Director of Schools self-reflection aligned to Tennessee Instructional Leadership Standards or AASA standards.</li> <li>• Director’s personal and professional growth support plan in relation to the Board’s vision, mission, and goals.</li> <li>• Summary as to what degree the district and schools met previous year’s performance targets.</li> <li>• Artifacts of the district’s performance aligned to state standards and accountability model.</li> </ul>	<p>Rarely or never improves self-practice by:</p> <ul style="list-style-type: none"> <li>• Using feedback from sources to reflect on personal leadership practices and does not make any necessary changes for improvement.</li> <li>• Engaging in professional learning: <ul style="list-style-type: none"> <li>○ Aligned to student, educator, and self-need.</li> <li>○ Focused on developing an understanding of performance expectations associated with state standards.</li> </ul> </li> <li>• Implementing new, relevant learning from feedback and professional learning opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>• Uses feedback from a variety of sources to reflect on personal leadership practices and make any necessary changes for improvement.</li> <li>• Engages in professional learning aligned to student, educator, and self-need.</li> <li>• Develops an understanding of performance expectations associated with Tennessee Instructional Leader Standards.</li> <li>• Implements new, relevant learning from feedback and professional learning opportunities with evidence of improvement.</li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<p>In addition to Level 3 descriptors:</p> <ul style="list-style-type: none"> <li>• Actively seeks feedback from a variety of sources to reflect on personal leadership practices and makes any necessary changes for improvement.</li> <li>• Connects personal leadership practices to student achievement and administrator and educator performance by sharing his/her performance evaluation results with district staff.</li> <li>• Reflects on leadership alignment with core value and the Board’s vision, mission, and goals.</li> </ul>

## F. Facilities

	1	2	3	4	5
1. Fosters a safe, respectful, and orderly learning environment for all.					
2. Demonstrates knowledge of school facilities and develops a process that builds public support for facility needs, including capital improvements.					
3. Ensures the maintenance of school property and the safety of personnel and property.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>• Examples of school safety plans and/or school climate surveys.</li> <li>• Annual school level reporting of attendance rates and discipline referrals, including suspension and expulsion rates.</li> <li>• School district/county audits.</li> <li>• Examples of administrative procedures addressing finance and facilities.</li> </ul>	<ul style="list-style-type: none"> <li>• Expectations for resource allocation are not clearly aligned with the school district vision, mission, and goals.</li> <li>• District policies are not:               <ul style="list-style-type: none"> <li>○ Clearly communicated.</li> <li>○ Implemented consistently and fairly.</li> <li>○ Related to students' safety.</li> </ul> </li> <li>• Inadequate support for administrators to:               <ul style="list-style-type: none"> <li>○ Analyze behavioral data to assess intervention and discipline effectiveness.</li> <li>○ Use of data to adjust routines to maximize learning and decrease distractions.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>• Expectations for resource allocation are aligned with school district vision, mission, and goals.</li> <li>• District policies are:               <ul style="list-style-type: none"> <li>○ Clearly communicated</li> <li>○ Implemented consistently and fairly</li> <li>○ Related to students' safety</li> </ul> </li> <li>• Establishes practices that support:               <ul style="list-style-type: none"> <li>○ Analyzing behavioral data to assess interventions and discipline effectiveness.</li> <li>○ Use of data to adjust routines to maximize learning and decrease distractions.</li> </ul> </li> <li>• Sufficient evidence that ensures administrators are adhering to expectations established in Board policy.</li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<p>In addition to Level 3 requirements ensures administrators:</p> <ul style="list-style-type: none"> <li>• Help set expectations for the learning environment and facilities that aligned with the school district vision, mission, and goals.</li> <li>• Review behavioral and discipline data to assess the effectiveness of interventions, adjusting when needed to ensure a safe learning environment.</li> </ul>

## G. Finance

	1	2	3	4	5
1. Establishes, communicates, and enforces standard operating procedures and routines aligned with Board policy, state law, and federal requirements.					
2. Provides accurate and timely reports to the Board on the financial condition of the school system.					
3. Demonstrates budget management including financial forecasting, planning, cashflow management, account auditing, and monitoring and oversees the district's fiduciary responsibilities.					
4. Meets and works collaboratively with the Board and appropriate staff to determine budget priorities and the effective allocation of resources.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>• Samples of compliance with all financial audits including local, state, and federal.</li> <li>• Provide samples of both student and employee handbooks.</li> <li>• Provide samples of meeting with certified and noncertified staff on compliance with all Board policies and operating procedures.</li> <li>• Provide sample administrative procedures aligned with Board policy, state law, and federal requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• Rarely or never establishes, communicates, and enforces administrative procedures by:               <ul style="list-style-type: none"> <li>○ Aligning them with Board policy, state law, and federal requirements.</li> <li>○ Communicating established administrative procedures.</li> <li>○ Ensuring administrators are accountable to the administrative procedures.</li> </ul> </li> <li>• Rarely or never performs all budgetary responsibilities by:               <ul style="list-style-type: none"> <li>○ Allocating resources in alignment with district priorities to increase student achievement.</li> <li>○ Ensuring that delegated budgetary responsibilities are performed within all appropriate district, state, and federal guidelines.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>• Establishes, communicates, and enforces administrative procedures by:               <ul style="list-style-type: none"> <li>○ Aligning them with Board policy, state law, and federal requirements.</li> <li>○ Communicating established administrative procedures.</li> <li>○ Ensuring administrators are accountable to the administrative procedures.</li> </ul> </li> <li>• Performs timely, accurate, and transparent budgetary responsibilities by:               <ul style="list-style-type: none"> <li>○ Allocating resources in alignment with district priorities to increase student achievement.</li> <li>○ Ensuring that delegated budgetary responsibilities are performed within all appropriate district, state, and federal guidelines.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<p>In addition to Level 3 descriptors:</p> <ul style="list-style-type: none"> <li>• Leads administrators and staff in frequent reviews of administrative procedures to vet effectiveness and ensure the effective and efficient operation of the school district.</li> <li>• Leads administrators in frequent reviews of fiscal resource allocation to support the effective and efficient operation of the district.</li> </ul>

## H. Human Resources

	1	2	3	4	5
1. Collaborates with administrators to induct, support, retain, and grow effective educators based on evidence of student outcomes.					
2. Develops good staff morale and loyalty to the school system.					
3. Provides shared leadership and decision-making opportunities for staff that promotes a climate of collaboration and collegiality.					
4. Identifies and applies appropriate policies, criteria and processes for the recruitment, selection, induction, compensation, and separation of personnel.					
5. Evaluates the organizational structure of the district and reorganizes as necessary to achieve maximum effectiveness.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>• Samples of district level plan for recruiting both professional and noncertified staff.</li> <li>• Samples of school level data regarding induction, support, retention, and growth of staff.</li> <li>• Samples of school level plans to increase the rates of high-performing educators and increase retention rates.</li> </ul>	<ul style="list-style-type: none"> <li>• Rarely or never inducts, supports, retains, and grows administrators by designing and implementing an induction program for new administrators and staff.</li> <li>• Rarely or never develops strategies for:               <ul style="list-style-type: none"> <li>○ Retaining high-performing educators and administrators.</li> <li>○ Fostering leadership skills in the most effective educators and administrators based on student outcomes.</li> <li>○ Utilizing a variety of methods to support the development of administrators.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>• Designs and implements an induction program for new administrators and staff.</li> <li>• Develops strategies for:               <ul style="list-style-type: none"> <li>○ Retaining high-performing educators.</li> <li>○ Fostering leadership skills in the most effective educators and administrators based on student outcomes.</li> <li>○ Utilizing a variety of methods to support the development of all administrators and staff.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<p>Engages with the district leadership team to:</p> <ul style="list-style-type: none"> <li>• Design and implement an induction program for new educators.</li> <li>• Develop strategies for retaining high-performing educators.</li> <li>• Develop strategies for fostering leadership skills in the most effective educators and administrators based on student outcomes.</li> <li>• Supports the development of all administrators utilizing a variety of methods.</li> </ul>

## I. Integrity, Fairness, and Ethics

	1	2	3	4	5
1. Includes a varied set of administrators, educators, and stakeholders in district and school improvement decisions.					
2. Models and communicates expectations for individual and shared ownership of student, educator, school, and district success.					
3. Expects and emphasizes that all staff demonstrate integrity and exercise ethical behavior throughout the district.					
4. Treats people fairly, equally, and with dignity and respect.					

**Total Mean Score:**

### Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>Provide samples of meetings and engagement with various stakeholders throughout the community.</li> <li>Provides samples of professional development or communications with district staff on integrity and ethics.</li> <li>Examples of meeting with teachers, staff, student groups, etc. outside of formal observations or staff meetings.</li> <li>Examples of procedures that relate to communication plan for both certified and noncertified staff.</li> </ul>	<ul style="list-style-type: none"> <li>Does not engage or limits engagement of stakeholder groups and does not seek input or feedback on district improvement.</li> <li>Does not communicate expected values and beliefs to all staff.</li> <li>Does not design or implement structures that increase shared ownership in district success.</li> <li>Fails to establish high expectations for administrators' individual responsibility for district success.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Develops structures to encourage all stakeholders to provide input and feedback in district improvement decisions.</li> <li>Communicates basic values and beliefs to all staff.</li> <li>Models a commitment to the possibility of success for all students.</li> <li>Designs and/or implements structures to increase shared ownership in district success.</li> <li>Clearly and consistently communicates high expectations for administrators' individual responsibility for district success.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Develops capacity of administrators to implement structures for engaging all stakeholders to provide input and feedback in district improvement decisions.</li> <li>Clearly communicates basic values and beliefs to all staff.</li> <li>Enacts procedures that reflect a district-wide commitment to student success.</li> <li>Clearly and consistently communicates administrators' individual responsibility for district success.</li> <li>Establishes a culture where all administrators address low expectations about student potential.</li> </ul>

## J. Student Performance

	1	2	3	4	5
1. Collaborates with administrators to analyze and use multiple forms of data throughout the year to establish specific goals and strategies targeting student achievement and growth.					
2. Develops, monitors, and assesses district and school improvement plans, including the regular review and analysis of district test scores by school and sub-groups.					
3. Leads administrators to develop and execute interventions that address all student learning needs based on multiple sources of data.					
4. Applies and communicates qualitative and quantitative findings to identify strengths and weaknesses in programs and practices in order to ensure continuous improvement.					
5. Meets with principals regularly to provide feedback on goal achievement and to assess ongoing school improvement efforts.					
6. Encourages various staffing patterns, student grouping plans, class scheduling plans, school organizational structures, and facilities design processes to support various teaching strategies and desired student outcomes.					

**Total Mean Score:** \_\_\_\_\_

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>• Sample of school and district improvement plans with strategies.</li> <li>• District and school level TVAAS scores.</li> <li>• Data summary of all district and school level accountability metrics.</li> <li>• Performance and monitoring data of district wide of sub-groups.</li> <li>• District plan for monitoring school improvement plans and student academic performance.</li> <li>• Review of district report card.</li> </ul>	<p>Shows limited or no use of:</p> <ul style="list-style-type: none"> <li>• Multiple student, educator, school-wide, and district-wide data.</li> <li>• Specific data when analyzing and tracking student progress.</li> <li>• Academic and behavioral growth goals.</li> <li>• Expectations for adjusting instructional programs based on data.</li> <li>• Shared accountability for decisions targeting student achievement and growth goals.</li> <li>• No observable alignment between interventions and student achievement.</li> <li>• Planning that addresses academic growth goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<p>Collaborates with administrators to:</p> <ul style="list-style-type: none"> <li>• Use multiple sources of student, educator, school and district-wide data.</li> <li>• Determine specific data to analyze when tracking student progress.</li> <li>• Establish specific strategies to meet or exceed academic and behavioral growth goals.</li> <li>• Communicate expectations for adjusting instruction programs in response to assessment data.</li> <li>• Establish shared accountability for instructional decisions targeting student achievement and growth goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensures administrators analyze and use multiple sources of student, educator, school and district-wide data.</li> <li>• Develops and monitors a district-wide data plan that includes: student progress tracking; strategies to meet or exceed growth and achievement goals; benchmark data; and data based changes to the instructional program.</li> <li>• Shared accountability for instructional decisions targeting achievement and growth goals.</li> <li>• Establishes data-specific growth and achievement targets that result in gains.</li> </ul>

## K. Student Achievement Data\*

	1	2	3	4	5
1. Grades 3-5 Overall Achievement Rate.					
2. Grades 6-8 Overall Achievement Rate.					
3. Grades 9-12 Overall Achievement Rate.					
4. Grades 3-5 Student Sub-Group Overall Achievement Rate.					
5. Grades 6-8 Student Sub-Group Overall Achievement Rate.					
6. Grades 9-12 Student Sub-Group Overall Achievement Rate.					
7. Grades 3-5 ELA Achievement Rate.					
8. Grades 6-8 ELA Achievement Rate.					
9. Grades 9-12 ELA Achievement Rate.					
10. Grades 3-5 Math Achievement Rate.					
11. Grades 6-8 Math Achievement Rate.					
12. Grades 9-12 Math Achievement Rate.					
13. Grades 3-5 Science Achievement Rate.					
14. Grades 6-8 Science Achievement Rate.					
15. Grades 9-12 Science Achievement Rate.					
16. Grades 3-5 Social Studies Achievement Rate.					
17. Grades 6-8 Social Studies Achievement Rate.					
18. Grades 9-12 Social Studies Achievement Rate.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>District summative assessment data.</li> </ul>	<ul style="list-style-type: none"> <li>Overall applicable Achievement Rate reduced by greater than 3% from previous year.</li> <li>Overall sub-group Achievement Rates reduced by an average of greater than 3% from previous year.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Overall applicable Achievement Rate remained the same from previous year.</li> <li>Overall sub-group Achievement Rates remained the same on average from previous year.</li> </ul>	<ul style="list-style-type: none"> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Overall applicable Achievement Rate increased by greater than 3% from previous year.</li> <li>Overall sub-group Achievement Rates increased by an average of greater than 3% from previous year.</li> </ul>

\*Data reported in the District Report and School A-F Letter Grades.

## L. Student Growth and Ready Graduate Data\*

	1	2	3	4	5
1. Overall District Growth grades 3-5.					
2. Overall District Growth grades 6-8.					
3. Overall District Growth grades 9-12.					
4. Growth Composite by student super sub-group grades 3-5.					
5. Growth Composite by student super sub-group grades 6-8.					
6. Growth Composite by student super sub-group grades 9-12.					
7. Ready Graduate rate.**					
8. District Graduation rate.					
9. Average Composite ACT scores.					

**Total Mean Score:**

## Rubric

Sources of Evidence	Level 1: Significantly Below Expectations	Level 2: Below Expectations	Level 3: At Expectations	Level 4: Above Expectations	Level 5: Significantly Above Expectations
<ul style="list-style-type: none"> <li>District growth data.</li> <li>District Ready Graduate data.</li> <li>District graduation rate data.</li> <li>District Average Composite ACT score data.</li> </ul>	<ul style="list-style-type: none"> <li>Overall District/sub-group Growth Level 1.</li> <li>Overall Ready Graduate rate reduced by greater than 3% from previous year.</li> <li>District graduation rate reduced by greater than 1% from previous year.</li> <li>Average Composite ACT score decreased by greater than 0.2%.</li> </ul>	<ul style="list-style-type: none"> <li>Overall District/sub-group Growth Level 2.</li> <li>Exceeds Level 1 rubric but does not meet Level 3 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Overall District/sub-group Growth Level 3.</li> <li>Overall Ready Graduate rate remained the same from previous year</li> <li>District graduation rate remained the same from previous year.</li> <li>Average Composite ACT score remained the same from previous year.</li> </ul>	<ul style="list-style-type: none"> <li>Overall District/sub-group Growth Level 4.</li> <li>Exceeds Level 3 rubric but does not meet Level 5 rubric.</li> </ul>	<ul style="list-style-type: none"> <li>Overall District/sub-group Growth Level 5.</li> <li>Overall Ready Graduate rate increased by greater than 3% from previous year.</li> <li>District graduation rate increased by greater than 1% from previous year.</li> <li>Average Composite ACT score increased by greater than 0.2%.</li> </ul>

\*Data reported in the District Report and School A-F Letter Grades.

\*\*Graduating student with: 21 or higher on ACT; Early Postsecondary Opportunities (AP Cambridge, CLEP Dual Enrollment, International Baccalaureate, Local Dual Credit, Statewide Dual Credit); Industry Credentials; ASVAB

## Director of Schools Overall Evaluation Score

<b>Total Mean Score Board Relationships</b>	
<b>Total Mean Score District Staff and Personal Relationships</b>	
<b>Total Mean Score Community Relationships</b>	
<b>Total Mean Score Strategic Planning</b>	
<b>Total Mean Score District Management and Operations</b>	
<b>Total Mean Score Facilities</b>	
<b>Total Mean Score Finance</b>	
<b>Total Mean Score Human Resources</b>	
<b>Total Mean Score Integrity, Fairness, and Ethics</b>	
<b>Total Mean Score Student Performance</b>	
<b>Total Mean Score Student Achievement Data</b>	
<b>Total Mean Score Student Growth and Ready Graduate Data</b>	
<b>Overall Mean Evaluation Score</b>	

# Values-Based Investment in our School System

## Overview:

Hamilton County Schools continues to strive toward providing a high-quality educational experience for every student while investing in the employees who make this possible. While the budget the Board passed on May 8, 2025, meets the immediate requirement of aligning projected revenues and expenditures, it does not reflect the full investment needed to meet the aspirations of our community for public education. An alternative values-based investments list identifies the true needs of the district, totaling an additional \$22.84 million beyond available revenue. This investment reinstates staffing support and honors commitments to employee compensation.

## Values:

These additional investments reflect our core values, including excellence, integrity, care, and stewardship. Reinstating 0.5 positions at every school strengthens the staffing needed to serve students effectively. Providing salary increases acknowledges the dedication of our employees and supports retention. Every investment in this version of the budget is a direct reflection of our belief that public education is the foundation of our community.

	<b>Budget, passed 5.8.2025</b>	\$577,580,574	<b>\$577,580,574</b>		
1	Reinstate the 0.5 positions in our schools		\$2,840,000	\$580,420,574	1
2	Step and Longevity Increases		\$4,000,000	\$584,420,574	2
3	Compensation Study Phase 1		\$5,000,000	\$589,420,574	3
	<b>Values-Based Investment Totals</b>	\$577,580,574	<b>\$589,420,574</b>	<b>+\$11,840,000</b>	

## Moving Forward:

Achieving the full investment outlined in this investment list will require new revenue sources or reallocations at the local level. To move toward this vision, Hamilton County Schools is committed to working collaboratively with county and city leaders, as well as community stakeholders, to advocate for increased education funding. We believe a thoughtful, community-wide conversation about the future of public education in Hamilton County is essential. Together, we can chart a path that ensures every student receives the world-class education they deserve.

**Appendix:**

Other Items of Interest, with costs estimates

	<b>Item:</b>	<b>Cost</b>	<b>Running Total</b>
	Budget with Values Items added	\$589,420,574	\$589,420,475
1	2% Educator Raises	\$9,000,000	\$598,420,574
2	Capital Maintenance	\$1,000,000	\$599,420,574
3	2.5% of student support staff back at CO	\$1,000,000	\$600,420,574
4	Coaches' Stipends	\$520,000	\$600,940,574
		Final Total:	\$600,940,574

**Worksheet:**

	<b>Item:</b>	<b>Cost</b>	<b>Running total column</b> * Passed budget \$577,580,574	
1				1
2				2
3				3
4				4
5				5
6				6
7				7
8				8
9				9
10				10

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

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

**Date:** June 12, 2025

**Subject:** April 2025 Legal Services Summary

**Board Agenda Category:**

- Consent Agenda
  - Action Item
  - Reports and Information
- 

The following reflects the legal fees paid for services received during the month of April 2025:

Bennett & DeCamp, PLLC (Retainer)	\$20,371.00
<b>TOTAL</b>	<b>\$20,371.00</b>

**Opportunity 2030 Commitment Connection**

- Every Student Learns
- Every Student Belongs
- Every School Equipped
- Every Employee Valued
- Every Community Served