

Putnam County Board Meeting  
August 7, 2025 5:00 PM  
1400 E Spring St.  
Cookeville, TN 38506

- I. Meeting Called to Order
- II. Approval of Agenda
- III. Announcements
  - A. Recognize the following PCSS teachers and principals retiring between July 1, 2024, and June 30, 2025:
    - Alma Anderson
    - Ronda Cole
    - Beverly Hall
    - Tracy Jones
    - Dana McWilliams
    - Robert McWilliams
    - Robert Miller
    - Kathryn Parr-Beaty
    - Nickey Philpot
    - Cynthia Putman
    - Mallorie Rector
    - Tracy Sparks
    - Lori Strode
    - Sharon Vetter
    - John Wright
  - B. Director's Personnel Report
- IV. Approval of Minutes
  - A. Minutes of the Regular July Board Meeting - June 26, 2025, @ 5:00 PM
- V. Public Comment
- VI. Approval of Consent Agenda
  - A. Payments/Purchases
    1. Approval of the purchase of Safe School Annual Training subscription from Vector Solutions, LLC, for the 2025-2026 school year in the amount of \$17,139.20 to be paid from 141-72520-399 effective 07/15/2025 through 7/14/2026, as submitted.
    2. Approval to purchase student desks and chairs for Capshaw Elementary School from Ernie Morris Enterprises, Inc. in the amount of \$34,618.00 to be paid from 141-71100-722-02117.
    3. Approval to purchase a one-year contract with ParentSquare, Inc. for communication services, which includes website, two-way communication, mass communications, app, etc., for the 2025-2026 school year in the amount of \$76,727.50 to be paid from accounts 141-72250-399-000 for \$43,800.00 and 141-72310-599-000 for \$32,927.50.

4. Approval to purchase Qualtrics per Carahsoft Omnia Education Contract RFP# R240303 in the amount of \$56,550.53 to be paid from 141-71100-399-02103.
  5. Approval of the purchase of iCEV CTE curriculum site license for the 25/26 SY for CHS, MHS, and UHS from vendor CEV Multimedia, LLC - Lubbock, TX, in the amount of \$37,950.00 to be paid by General Funds.
  6. Approval of the purchase of one Zeus+ Certification Kit and one Education SK Pro 100 user site license for the 25/26 SY for CHS from vendor Snap-on Industrial - Crystal Lake, IL, in the amount of \$51,828.25 to be paid by Perkins Basic grant funds.
  7. Approval of the purchase of 624 OSHA 10-Hour General Industry training courses/seats for CHS, MHS, UHS, and WPA from vendor CareerSafe - College Station, TX, in the amount of \$21,840.00 to be paid by Perkins Reserve Secondary Budget grant funds.
  8. Approval of a purchase to Solution Tree 2 days of Onsite Professional Development per quote QS132945 in the amount of \$14,200.00 and to be paid from school allocation 142-72210-524-101. The total will be split by the following schools: \$3,550.00 (NES), \$3,550.00 (PSES), \$,550.00 (PSMS), and \$3,550.00 AMS.
  9. Approval of the purchase of one Career Discovery Lab and one College and Career Ready/STEM Lab for Upperman Middle School from vendor Paxton Patterson, LLC - Alsip, IL, in the amounts of \$25,307.30 and \$160,618.42, respectively, to be paid by Innovative School Models grant funds. Paxton Patterson is a TIPS vendor; this purchase will be made under contract #250106.
- B. Bids/Quotes/Sealed Bids/RFPs
- C. Budget Amendments/Line Item Transfers
1. Student Services - Budget for carryover and donations received for student services
  2. Finance - To budget for State of Tennessee teacher bonus
  3. CTE - To allocate PEP donation to expenditure accounts for the 2025/26 school year
  4. Future Ready - Budget for carry over amount received from Vol State Foundation
  5. Adult Education - To budget for revenue received for Adult Education general services
  6. Adult Education - To budget for revenue received for Adult Education
  7. Finance - To budget for furniture purchases for the PreK Early Learning Academy
- D. Approval of Out-of-County and Overnight Trip Reports
- E. Approval of Grant Report
- F. Other
1. Approval of the request for the renewal of the use of Level Data, LLC, for the 25/26 school year in the amount of \$16,972.50 to be paid from 141-72110-399. Level Data is a complement to PowerSchool and helps ensure

accurate initial enrollment data entry and submission with TDOE to decrease data errors, which may delay funding.

2. Approval of the partnership with the Tennessee Higher Education Commission (THEC), to allow Monterey High School to be provided a dedicated college and career advisor helping MHS students navigate the process of applying to college, securing financial aid, and exploring career pathways.
3. Approval for a \$20.00 monthly stipend for personal cell phone usage, per policy, 3.3001, use of Cellular Phones, for the following Extended Learning employee:

**Brenda J. Hughett - Extended Learning Program Director**

The stipend will begin July 2025 and will go through June 2026. It will be paid from LEAPS 141-73300-199-02003 and 21st CCLC 142-73300-199-00000.

4. Approval of the subscription renewal for the 25/26 school year in the amount of \$23,635.64, to be taken from account 141-72210-399, for the Navigate360 Emergency Management Suite Platform. Navigate EMS is used to account for students, staff, and visitors during emergency drills or other emergencies during the school day.
5. Approval of the attached research request for Emily Lankford, a doctoral candidate at Tennessee Tech University.
6. Approval of the attached research request for Melissa Hinds, a doctoral candidate at Liberty University.
7. Approval of a \$20.00 monthly stipend for cell usage for Krista Hamilton, School Age and Employee Child Care Program Coordinator effective July 1, 2025 through June 30, 2026 per Policy 3.3001, Use of Cellular Phones, as submitted to be paid from 146-73300-199-01800.
8. Approval of the discontinuation of the International Baccalaureate (IB) Program at Cookeville High School, effective at the conclusion of the 2025-2026 academic year.
9. Approval of the renewal (Year #4) of the Student Teaching/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective July 1, 2025 through June 30, 2026.
10. Approval of a one-year extension of the Educator Preparation Provider (EPP) / Local Education Agency (LEA) State Recognized Partnership Agreement between the University of TN Martin and the Putnam County School System effective between 7/1/25 and 5/31/26.
11. Approval of the official request from the Putnam County Education Association (PCEA) for the continuation of Collaborative Conferencing among the Putnam County Board of Education employees and the Putnam County School Board, as submitted.
12. Approval of the discontinuation of the Middle Years Programme (MYP) at Avery Trace Middle School, effective immediately.

13. Approval to enter into a contract with Maffett Loftis Engineering, LLC, Cookeville, TN for a plumbing investigation of White Plains Academy (as outlined in their proposal dated July 1, 2025) in the amount of "not to exceed" \$9,000.00 to be paid for from 141-72620-399.
14. Approval to enter into a contract with Cookeville Heating and Cooling, Cookeville, TN for the replacement of a 20-ton rooftop unit on Prescott South Elementary's gym in the amount of \$52,305.00 to be paid for from 141-72620-399.
15. Approval of the following individuals to serve on the Collaborative Conferencing team for 2025-2026:

PET: Danielle Johnson, Jennifer Peek, and Sandy Harris

PCEA: Diane Phy, Leslie Worsham, Aaron Casey

Unaffiliated: Gavin Moore

BOE: Russell Darley, Renee Cantrell, Mark McReynolds, Tim Martin, Bridgett Carwile, Dr. Sharon Anderson and Angie Knight

16. Approval to enter into a contract with Cookeville Heating and Cooling Services, Cookeville, TN to replace the chiller compressor at the Central Office in the amount of \$16,395.00 to be paid for from 141-726200-399.
17. Approval of an addendum to the approved school fees for 2025-2026 school fees as submitted for approval in July, specifically additions to Upperman High School per Dr. Winningham due to unforeseen program expansions and updated resource needs.
18. Approval of the MOU between WIOA Upper Cumberland Local Workforce Development Board/Workforce Connections Upper Cumberland and Putnam County BOE with local provision acknowledging the maximum liability of \$23,000.00 for infrastructure costs and \$7,000.00 maximum liability of additional costs at the American Job Center in Cookeville and Crossville to be paid from Adult Education funds effective July 1, 2025 to June 30, 2026.
19. Approval of a \$20 monthly stipend for cell phone usage for the 2025-2026 school year, per Policy 3.3001, Use of Cellular Phones, to be paid from 141-72250-199 for the following Technology department employees: Scott Allen, Frankie Jerome, Michael McCarver, Angie Smith, April Hale and Brenda Hughes.
20. Approval to renew subscription for Jamf Pro licenses, a Device Management platform for macOS computers and iPads, from Jamf, Inc., Minneapolis, MN, per quote #Q-717384 and Invoice #90319235, in the amount of \$11,362.00 to be paid from 141-71100-722-01607.
21. Approval to purchase additional Amplify CKLA student materials not covered during this final year of the current adoption.
22. Approval of permission to purchase a used Reel Mower for outdoor athletic fields at Upperman High School from Precision Reel Grinding, LLC, for the purchase price of \$22,000.00 to be paid from school athletic trainer funds.

23. Approval to purchase a Pacifica Van from Chrysler Dodge Jeep RAM Fiat of Columbia in the amount of \$41,484.25 from the TN statewide contract (#209) to be paid from 141-72710-729, Transportation equipment.
24. Approval to pay AAR of North Carolina in the amount of \$19,106.87 for pay application #2 related to the Extended Service Building Roof Replacement project to be paid from 141-76100-599-02528.
25. Approval to pay Stone Service Corporation in the amount of \$950.00 for pay application #2 related to the Extended Learning Building HVAC Upgrades Project to be paid from 141-76100-599-02528.
26. Approval to pay Stone Service Corporation in the amount of \$206,587.17 and SouthEast Bank (retainage) in the amount of \$10,873.01 for pay application #3 related to the Northeast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.
27. Approval to pay Stone Service Corporation in the amount of \$33,645.07 for pay application #4 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.
28. Approval to pay Stone Service Corporation in the amount of \$128,811.56 for pay application #2 related to the Baxter Primary School HVAC Upgrades project to be paid from 141-76100-599-02528.
29. Approval of the Medical, Dental and Vision Insurance Rates for the 2026 calendar year as submitted.
30. Approval of the following budgets:
  - 141 General Purpose School Budget Draft #3
  - 142 Federal Projects Budget
  - 143 Food Service Budget
  - 146 Extended School Program Budget
31. Approval to pay Stone Service Corporation in the amount of \$68,487.30 and SouthEast Bank (retainage) in the amount of \$3,604.60 for pay application #4 related to the NorthEast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.
32. Approval to pay Stone Service Corporation in the amount of \$9,310.00 for pay application #1 related to the Baxter Primary School HVAC Upgrades project to be paid from 141-76100-599-02528.
33. Approval to pay Stone Service Corporation in the amount of \$24,096.77 for pay application #5 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.
34. Approval to enter into a contract with Covington Flooring Company, Birmingham, AL for the repair, sand, paint and refinish as outlined in the attached proposal of the gym floor at the Early Learning Center (formerly Park View Elementary) in the amount of \$47,474.00 to be paid from 141-72620-399.
35. Approval to purchase furniture for the new PreK Early Learning Academy in the amount of \$348,792.76 from Ernie Morris Enterprises, Inc. from

account 141-76100-711-02530. This purchase is through the TIPS cooperative purchasing network, contract 230301.

VII. Policy

- A. Approval of revisions to policy 2.804, Expenses and Reimbursements, as suggested by TSBA.
- B. Approval of revisions to policy 5.100, Personnel Goals, as suggested by TSBA.
- C. Approval of revisions to policy 5.110, Compensation Guides and Contracts for Certified Personnel, as suggested by TSBA.
- D. Approval of revisions to policy 5.119, Employment of Retirees, as suggested by TSBA.
- E. Approval of revisions to policy 5.305, Family and Medical Leave, as suggested by TSBA.
- F. Approval of revisions to policy 5.701, Substitute Teachers, as suggested by TSBA.
- G. Approval of revisions to policy 4.601, Reporting Student Progress, as suggested by TSBA.
- H. Approval of revisions to policy 4.700, Testing Programs to update verbiage on absences during EOC/TCAP.
- I. Approval of the removal of policy 4.7001, Required State Testing: TCAP.
- J. Approval of revisions to policy 4.801, Controversial Materials.
- K. Approval of revisions to policy 1.407, School District Records, as suggested by TSBA.
- L. Approval of revisions to policy 3.202, Emergency Preparedness Plan, as suggested by TSBA.
- M. Approval of revisions to policy 3.204, Threat Assessment Team, as suggested by TSBA.
- N. Approval of revisions to policy 4.212, Virtual Education Strategy, as suggested by TSBA.
- O. Approval of revisions to policy 4.301, Interscholastic Athletics, as suggested by TSBA.
- P. Approval of revisions to policy 6.200, Attendance, as suggested by TSBA.
- Q. Approval of revisions to policy 6.600, Student Records, as suggested by TSBA.
- R. Approval of revisions to policy 5.612, Cell Phone Usage.

VIII. Discussion/Presentation

- A. Building Projects
  - 1. Avery Trace Middle School Softball Field Project
  - 2. Update from Energy Systems Group regarding the Putnam County School System Early Learning Academy
    - a. Energy Systems Group - Putnam County School System Early Learning Academy Renovation Project Action Items
      - 1. Approval to pay Energy Systems Group in the amount of \$256,629.23 and First National Bank of Tennessee (retainage) in the amount of \$13,506.80 for pay application #8 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue.

B. Approval of the purchase of property from Don and Julie Bohannon on Old Walton Road, parcel 071C B 017.00, for the purchase price of \$95,000.00. This property is adjacent to Monterey High School.

IX. Adjournment



PCSS Board Agenda Request

Date August 4, 2025

Department Teaching and Learning

Person Submitting Dr. Sharon K. Anderson SKA

Account Number (if appropriate)

Check one:

[x] Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

Recognize 2024-2025 Retired Teachers

Dr. Anderson and Mr. King will recognize and present retirement gifts to the following teachers who retired from PCSS between July 1, 2024, and June 30, 2025.

The teachers will also be honored with a reception prior to the board meeting in the CO lobby from 4:15 p.m. - 4:50 p.m.

Table with 7 columns: Last Name, First Name, School, Position, Yrs. Putnam Co., Total Yrs. Rows include Anderson, Cole, Hall, Jones, McWilliams, and McWilliams.

Miller	Robert	MHS	Teacher	32.00	34.00
Parr-Beaty	Kathryn	BURKS	Teacher	21.00	26.00
Philpot	Nickey	CHS	Teacher	16.00	26.00
Putman	Cynthia	CO	Teacher	32.00	32.00
Rector	Mallorie	CSES	Teacher	18.50	28.00
Sparks	Tracy L.	SYSW	Teacher	29.00	29.00
Strode	Lori	CHS	Teacher	29.00	31.00
Vetter	Sharon	SES	Teacher	19.00	19.00
Wright	John	BURKS	Teacher	26.00	26.00
			Total Years	406.50	446.00

Personnel Report For July 2025							
<b>NEW HIRES</b>							
LAST NAME	FIRST NAME	LOCATION	ASSIGNMENT	EFFECTIVE DATE	FUNDED	HOURS	REPLACING
Walker	Anna	CES	Grade 4 Teacher	7/28/25	41-E-71100-116-000-00000-090	7.5	Timothy "Brad" Cavender
Slayton	Emily	BPS	SPED PreK Teacher	7/28/25	41-E-71200-116-000-00000-017	7.5	Emily Vance
Grissom	Gracie	CCES	Grade 2 Teacher	7/28/25	41-E-71100-116-000-00000-030	7.5	Reagan Bush
Goetz	Zoe	CCES	SPED PreK Teacher	7/28/25	41-E-71200-116-000-00000-030	7.5	Juliann Netherton
Mills	Rachel	CCES	SAC Activity Instructor	6/13/25	46-E-73300-189-000-01800-000	5.8	n/a
Strickland	Alayna	BPS	Kindergarten Teacher	7/28/25	41-E-71100-116-000-00000-017	7.5	Ashlee Crain
Tipton	Valarie	PSES	Grade 4 Teacher	7/28/25	41-E-71100-116-000-00000-095	7.5	Meghan Sliger
Holley	Jamie	SES	SPED CDC Teacher	7/28/25	41-E-71200-116-000-00000-070	7.5	Brooke Morris
Recardo	Jordon	SES	SPED CDC Assistant	7/30/25	41-E-71200-163-906-00000-070	7	Stacy Thomas
Hoy	Ayla	Systemwide	ESL Teacher	7/28/25	41-E-71100-116-000-00000-000	7.5	Olivia Hendricks
Manier	John	Systemwide	SW SPED Related Services Assistant	7/30/25	41-E-72220-189-000-00000-000	7	Samuel Blanchett
Dalton	Laura	CHS	Grade 9-12 English Teacher	7/28/25	41-E-71100-116-000-00000-037	7.5	Emily Anderson
Henson	Bethanie	UMS	SPED Tracs Assistant	7/30/25	42-E-71200-163-906-00000-110	7	Derek Allen
Phillips	Blake	CCES	School Nutrition Employee	7/23/25	43-E-73100-165-000-00030-000	4.5	Devonte Burgess
Arnold	Jordyn	Transportation	PT Bus Attendant	6/30/25	41-E-72710-189-000-00000-000	5	n/a
Hall	Julie	UHS	Grade 9-12 ELA Teacher	7/28/25	41-E-71100-116-000-00000-090	7.5	Jessica Biggs
Ealey	Jaclyn	CCES	SPED CDC Assistant	7/30/25	41-E-71200-163-000-00000-030	7.5	Kendra Phillips
Dukes	Alexia	UHS	Guidance Secretary	7/28/25	41-E-72410-161-000-00000-090	7.5	Alex Asberry
Bryant	Brittany	UHS	School Secretary	7/28/25	41-E-72410-161-000-00000-090	7.5	Jessica Williams
Cole	Kaleesha	PVS	School Nutrition Employee	7/23/25	43-E-73100-165-000-00060-000	5.7	n/a
Drobek	Grace	CES	Grade 1 Teacher	7/28/25	41-E-71100-116-000-00000-035	7.5	Growth position
Dariene	Holder	VITAL	PT Teacher Assistant	7/30/25	41-E-71100-163-000-00000-000	5.8	Brenda Huffine
Simmons	Jessica "Lauren"	CHS	Teacher Assistant	7/29/25	41-E-71100-163-000-00000-037	7	Housten Fehrman
Kennedy	Jenny	AMS	SPED PreK Assistant	7/30/25	41-E-71200-163-000-02152-008	7.5	Kelly Farris
Smith	Jennifer	CHS	SPED PreK Assistant	7/30/25	41-E-71200-163-000-00000-037	7.5	Allison Pippin
Oracion	Kaitlan	CCES	SPED PreK Assistant	7/30/25	42-E-71200-163-906-00000-030	7.5	Alison Tower
Pierce	Iris "Lynette"	ATMS	School Secretary	7/28/25	41-E-72410-161-000-00000-065	8.0	Brandon Norrod
Wilson	Lauren	PSES	ECC	7/17/25	46-E-73300-189-000-01801-000	5.8	n/a
Gallagher	Haylee	Central Office	Speech Pathologist (SLPA)	7/28/25	41-E-71200-116-000-00000-000	7.5	Alyssa Oluwalana
<b>REHIRES</b>							

received

7-24-25

MT

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>LOCATION</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>FUNDED</u>	<u>HOURS</u>	<u>REPLACING</u>
Skelton	Kensea	BPS	Grade 1 Teacher	7/28/25	41-E-71100-116-000-00000-017	7.5	Melinda Netherton
Shipman	Olivia	AES	PreK Teacher	7/28/25	41-E-73400-116-000-02005-005	7.5	Bethany Corley
Clouse "Byers"	Courtney	CCES	Grade 1 Teacher	7/28/25	41-E-71100-116-000-00000-030	7.5	Courtney Saling
Curry	Tammy	AES	Grade 3 Teacher	7/28/25	41-E-71100-116-000-00000-005	7.5	Chelsea Bussard
Mitchell	DeWanna	Transportation	Bus Attendant	7/17/25	41-E-72710-146-000-00000-000	5	n/a
Sherman	Katie	UMS	Grade 8 ELA Teacher	7/28/25	41-E-71100-116-000-00000-110	7.5	Gracie Butler
Binkley	Elizabeth	Central Office	DW TN All Corp Tutor	7/31/25	41-E-71100-116-000-00000-000	5	n/a
Chambers	Samantha	PVS	PreK Teacher	7/28/25	41-E-73400-116-000-02005-060	7.5	Madilyn Icenhour
Rollins	Ashley	Leaps	Leaps	7/21/25	41-E-73300-189-000-02003-000	3	n/a
Maddox	Rhonda	CHS	School Nutrition Employee	8/18/25	43-E-73100-165-000-00037-000	5.5	Dawn Hutson
<b>TRANSFERS</b>							
	<b>FIRST</b>						
<b>LAST NAME</b>	<b>NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
Matlock	Joseph	Grade 7 SS Teacher @ UMS	Grade 8 SS Teacher @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Gregory "Miles" Wright
Langford	Eli	Grade 6 Math Teacher @ UMS	Grade 8 Math Teacher @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Brandi Heady
Heady	Brandi	Grade 8 Math Teacher @ UMS	Grade 6 Math @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Eli Langford
Peters	Karen	Grade 7 ELA Teacher @ UMS	Grade 7 Science Teacher @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Brenda Bos
Piece	Kacie	Grade 5 Science & SS Teacher @ UMS	Grade 6 ELA Teacher @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Gracie Butler
Grounds	Kasey	Grade 8 ELA Teacher @ UMS	Grade 7 ELA & SS Teacher @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Karen Peters
Butler	Gracie	Grade 6 ELA Teacher @ UMS	Grade 8 ELA Teacher @ UMS	7.50	7/28/25	141-E-71100-116-000-00000-110	Kasey Grounds
Bos	Brenda	Grade 7 Science Teacher @ UMS	Grade 5 Science & Social Studies Teacher @ UMS	7.5	7/28/25	141-E-71100-116-000-00000-110	Kacie Pierce
Wright	Gregory	Grade 8 Social Studies Teacher @ UMS	Grade 7 Social Studies Teacher @ UMS	7.5	7/28/25	141-E-71100-116-000-00000-110	Clif Matlock
Cherry	Jessica	Grade 6 Science & SS Teacher @ PSMS	Grade 5 Science & SS Teacher @ PSMS	7.5	7/28/25	141-E-71100-116-000-00000-100	shift in grades
Johnson	Jacob	Grade 7 Science & Social Studies Teacher @ PSMS	Grade 8 Science & Social Studies Teacher @ PSMS	7.5	7/28/25	141-E-71100-116-000-00000-100	Micheal Fields
Maynard	Miranda	Grade 6 ELA Teacher @ UMS	Grade 7 ELA Teacher @ AMS	7.5	7/28/25	141-E-71100-116-000-00000-008	Breanna Nash
Sowards	Caleb	Sub	Grade 6 Science/Social Studies Teacher @ PSMS	7.5	7/28/25	141-E-71100-116-000-00000-100	Faith Bear
Ragland	Jaime	Grade 8 ELA Teacher @ ATMS	Grade 7 ELA Teacher @ MHS	7.5	7/28/25	141-E-71100-116-000-00000-055	Leslie Benjamin
Icenhour	Madilyn	PreK Teacher @ PVS	Kindergarten Teacher @ CCES	7.5	7/28/25	141-E-71100-116-000-00000-030	Alicia Upchurch 1yr LOA
Smith	Kimberly	Kindergarten Teacher @ CCES	Grade 2 Teacher @ CCES	7.5	7/28/25	141-E-71100-116-000-00000-030	Whitney Campbell/Brittany Sansibrino
Butler	Gracie	Grade 8 ELA Teacher @ UMS	Grade 6 ELA Teacher @ UMS	7.5	7/28/25	141-E-71100-116-000-00000-110	Miranda Maynard/Chelsea Eaton
Sisco	Christa	Kindergarten Teacher @ CES	Grade 1 Teacher @ CES	7.5	7/28/25	141-E-71100-116-000-00000-035	Marissa Francis
Francis	Marissa	Grade 1 Teacher @ CES	Grade 2 Teacher @ CES	7.5	7/25/25	141-E-71100-116-000-00000-035	shifted FTEs

Ledbetter	Hannah	Grade 1 Teacher @ CES	Grade 3 Teacher @ CES	7.5	7/25/25	141-E-71100-116-000-00000-035	Michelle Hale
Henson	Sarah	Grade 2 Teacher @ CES	Grade 4 Teacher @ CES	7.5	7/25/25	141-E-71100-116-000-00000-035	shifted FTEs
Gilliam	Pamela	School Secretary @ CHS	SPED Resource Teacher @ CHS	7	7/30/25	141-E-71200-163-000-00000-037	Brooke Putting
Allen	Derek	SPED CDC Crisis Assistant @ UMS	SPED CDC Crisis Assistant @ UHS	7.5	7/30/25	141-E-71200-163-000-00000-090	Virginia Reed
Chasse	William	Sub	SPED CDC Assistant @ AES	7.5	7/30/25	142-E-71200-163-906-00000-005	Paris Callahan
Burgess	Amber	SPED Resource Assistant @ AMS	School Secretary @ CHS	8	7/1/25	141-E-72410-161-000-00000-037	Pam Gilliam
Keith	Landon	VITAL TA @ CHS	VITAL TA @ VITAL	7	7/30/25	141-E-71100-163-000-00000-006	Barbie Cook
Roberson	Lynda	FT CW Food Services Sub	CHS School Nutrition Employee	6	7/1/25	143-E-73100-165-000-00037-000	Farrah Thomsen
Williams	Jessica	School Secretary @ UHS	Administrative Assistant @ UHS	8	6/30/25	141-E-72410-161-000-00000-090	Mary Hargis
McCluskey	Donald	Sub	SPED Tracs Assistant @ PSES	7	8/4/25	141-E-71200-163- 80% 141-E-71100-163 20%	Karla Gibb
Pippin	Allison	SPED PreK Assistant @ CHS	PreK Teacher @ CHS	7.5	7/28/25	141-E-73400-116-000-02005-037	Michele Phillips
Phillips	Michele	PreK Teacher @ CHS	Kindergarten Teacher @ PVS	7.5	7/28/25	141-E-71100-116-000-00000-060	Tonya Robinson
Mora	Anay	PT Bus Attendant	FT Bus Driver	6	7/7/25	141-E-72710-162-000-00000-000	n/a
Whittaker	Karen	School Nutrition Employee @ CHS	School Nutrition Employee @ AES	6	7/1/25	143-E-73100-165-000-00005-000	Sandi Everett
Fischer	Raymond	Grade 7 Social Studies Teacher @ ATMS	Certified Substitute Teacher	7.5	7/28/25	141-E-71100-116-000-00000-065	n/a
Kleihauer	Christina	FT Bus Driver	FT Clerical Support @ Transportation	8	7/1/25	141-E-72710-162-000-00000-000	Lauri Boyes
Harmon	Susan	Substitute Teacher	ESL Teacher	7.5	7/28/25	141-E-71100-116-000-00000-025	Jacob Ross
McDonald	Thomas	SAC Activity Instructor @ PVS	SAC Site Director @ PVS	5.8	7/21/25	146-E-73300-189-000-01800-000	Mark Conner
Gathings	America	SPED CDC Assistant @ AES	SPED Resource Assistant @ AMS	7	7/30/25	141-E-71200-163-000-00000-008	Amber Burgess
Chance	Chandler	SAC Activity Instructor @ NES	SAC Site Director @ NES	5.8	7/21/25	146-E-73300-189-000-01800-000	Isabella Roden
Conner	Mark	SAC Site Director @ PVS	SAC Site Director @ AES	8	7/21/25	146-E-73300-189-000-01800-000	Jacob Cooper
Wilkin	Icic	SPED CDC/LPN @ CHS	SPED PreK/LPN @ AMS	7.5	7/30/25	141-E-71200-163-000-00000-008	Glenda Elmore
Turner	Summer	Teacher Assistant @ AES	Grade 2 Teacher (job embedded) @ JWES	7.5	7/28/25	141-E-71100-116-000-00000-050	Morgan "Brittiany" Burlison
Wall	Kristy	Sub	Teacher Assistant @ AMS	7	7/28/25	142-E-71100-163-101-00000-008	Tara Boles (Haney)
Everett	Sandi	Café Manager @ AES	FT SW School Nutrition Sub	6.5	7/22/25	143-E-73100-165-000-00037-000	May Ford
Ford	May	FT SW School Nutrition Sub	Interim Café Manager @ AES	8	7/23/25	143-E-73100-165-000-00005-000	Sandi Everett
<b>RESIGNATION</b>							
	<b>FIRST</b>						
<b>LAST NAME</b>	<b>NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>EFFECTIVE DATE</b>			
Wendt	Caroline	PSES	Grade 3 Teacher	3/27/25			
Huffine	Brenda	VITAL	Teacher Assistant	5/30/25			
Asberry	Alexandria	UHS	School Secretary	6/30/25			
Reeder	Hannah	PVS	SPED CDC Assistant	6/24/25			
Burgess	Devonte	CCES	School Nutrition Employee	5/28/25			



<b>ADDITIONAL HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>ASSIGNMENT</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDED</b>	<b>Rate of Pay</b>
Combs	Haley	Burks	SLC Make-Up Days for June 20 & 27, 2025. 4hrs per day @ \$45, NTE 8hrs or \$360	8	6/2/25	141-E-71100-116-000-02508-000	\$45/hr
Cook	Diana	Burks	SLC Make-Up Days for June 13, 20, and/or 27, 2025. 4hrs per day @ 62.50/hr. NTE a total of 8hrs per \$500	8	6/13/25	141-E-71100-116-000-02508-000	\$62.50/hr
Webb	Angela	PVS	SLC Make-Up Days for June 13, 20, and/or 27, 2025. 4hrs per day @ 62.50/hr. NTE a total of 8hrs per \$500	8	6/13/25	141-E-71100-116-000-02508-000	\$62.50/hr
Erdelijac	Jessica	PVS	SLC Make-Up Days for June 20 & 27, 2025. 4hrs per day @ \$45/hr. NTE 8hrs or \$360	8	6/2/25	141-E-71100-116-000-02508-000	\$45/hr
Duke	Nancy	Central Office	SLC Transiation services for 06/02/25, NTE 8hrs @ hrly rate	7	6/2/25	141-E-71100-163-000-02508-000	
<b>INCREASE IN HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
Duke	Nancy	7.0hrs ESL Interpreter - 1	7.5hrs ESL Interpreter -1	7.5	7/1/25	141-E-72210-189-000-00000-000	n/a
<b>DECREASE IN HOURS</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>FROM POSITION</b>	<b>TO POSITION</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>REPLACING</b>
<b>PROFESSIONAL</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DEGREE</b>			<b>EFFECTIVE DATE</b>	<b>FUNDING CODE</b>	<b>AMOUNT</b>
<b>OTHER</b>							
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>LOCATION</b>	<b>REASON FOR PCF</b>	<b>HOURS</b>	<b>EFFECTIVE DATE</b>		
Hunt	Kirsty	Central Office	Chronic Absenteeism= 11% Please pay incentive of \$1000	7.5	6/12/25		
Steward	Jonathan	CHS	Track Banquet Work Wages \$219.28	7	6/12/25		
Piggott	Jeanne	CHS	Middle School Camp Wages \$537.23	7.5	6/12/25		
Gillies	Jamie	CHS	Middle School Camp Wages \$1841.94	7.5	6/12/25		
Stone	Christen	ATMS	Softball assistant coach stipend, \$300.00	7	6/16/25		

Hughes	Scott	MHS	Booster transferred funds to pay coach stipend \$1,747.34	7.5	6/16/25	
Norton	Gregory	MHS	Booster transferred funds to pay coach stipend \$1310.50	7.5	6/16/25	
Barbosa	Shirley	Food Services	\$20 Cell Phone Stipend July 2025-June 2026; Board Approved	8	7/1/25	
Bradford	Stacy	Food Services	\$20 Cell Phone Stipend July 2025-June 2026; Board Approved	8	7/1/25	
Ellis	Julie	Food Services	\$20 Cell Phone Stipend July 2025-June 2026; Board Approved	8	7/1/25	
Grissom	Jessica	Food Services	\$20 Cell Phone Stipend July 2025-June 2026; Board Approved	8	7/1/25	
Miller	Elizabeth	Food Services	\$20 Cell Phone Stipend July 2025-June 2026; Board Approved	8	7/1/25	
Shanahan	Donna	Food Services	\$20 Cell Phone Stipend July 2025-June 2026; Board Approved	8	7/1/25	
Webb	Kellie	PSES	Master's Degree = \$2,600	7.5	6/17/25	
Joyner	Alexis	PSES	will remain as a Grade 2 Teacher. Was covering a 1yr LOA but the teacher is not returning.	7.5	6/8/25	
Mitchell	Evan	Food Services	Helping with Summer Feeding Program \$20/hr month of June	6	6/10/25	
Mltchell	Wyatt	Food Services	Helping with Summer Feeding Program \$20/hr month of June	8	6/10/25	
Taumua	Shyla	MHS	working in July for Credit Recovery regular hourly rate of pay NTE 6hrs per day	8	7/1/25	
Thomsen	Farrah	CHS	working in July for Credit Recovery regular hourly rate of pay NTE 6hrs per day	8	7/1/25	
Morgan	Rebecca	UHS	working in July for Credit Recovery regular hourly rate of pay NTE 6hrs per day	8	7/1/25	
Clouse	Bralen	CHS	SSO Booster Stipend Wages \$2786.81	7	6/20/25	
Moores	Laura	CHS	worked over her 10 months to close out year end. Wages \$767.25	7.5	6/20/25	
Anderson	Brittany	CsES	Master's Degree = \$2,600	7.5	12/13/24	
Gentry	Loretta	Food Services	Working July-Feeding SAC NTE 7hrs per day. Reg hrly rate.	7	7/1/25	
Hargis	Mary	UHS	126 days @ \$50 = \$6,300 Pay out 19 Comp Hours	8	7/1/25	
Everett	Amanda	Food Services	Working July-Feeding SAC NTE 5.75hrs per day. Reg hrly rate.	5.7	7/1/25	
Fleming	Laura	NES	SY 2025-2026 Enrichment Specialist	7.5	7/1/25	
Thornton	Courtney	PVS	SY 2025-2026 Enrichment Specialist	7.5	7/25/25	
Williams	Ashley	CES	SY 2025-2026 Enrichment Specialist	7.5	7/1/25	
Hale	April	Technology	EIS Stipend \$2,500	8	6/30/25	
Caine	Adam	UHS	Mowing Football Field Wages \$300	7.5	6/30/25	
Caine	Adam	UHS	Clinic Coach Stipend \$1550.85	7.5	6/30/25	
Morales	Elizabeth	Transportation	CDL Skills Testing FY 2026 pay from receipt	7	7/1/25	
Key	Lance	VITAL	Moved from a 11M to 12M Future Ready Support Specialist	7.5	7/1/25	
Wright	Tammie	CsES	SY 2025-2026 Enrichment Specialist	7.5	7/1/25	

Harpe	Kristin	BPS	SY 2025-2026 Enrichment Specialist	7.5	7/28/25		
Phillips	Rebecca	SES	SY 2025-2026 Enrichment Specialist	7.5	7/28/25		
Lawson	Michael	Transportation	Placed on unpaid suspension until investigation completed	5	7/8/25		
Estes	Claire	CHS	received Master's Degree	7.5	7/1/25		
Hennigan	Taylor	CHS	SSO Booster Stipend Wages \$1554.69	7.5	7/15/25		
Baggett	Amy	PSMS	SY 2025-2026 Enrichment Specialist	7.5	7/28/25		
<b>SPREADSHEETS:</b>							
ESY Teacher Incentives		PCF #1 & Spreadsheet					
ESY Nurse Incentive		PCF #2 & Spreadsheet					
ESY Assistant Incentive		PCF #3 & Spreadsheet					
Food Services Summer Stipends (June)		PCF #4 & Spreadsheet					
SY 2025-2026 SPED Cell Phone Stipend		PCF #5 & Spreadsheet					
Summer Feeding Program Stipends		PCF #6 & Spreadsheet					

PUTNAM COUNTY BOARD OF EDUCATION  
APPROVAL FORM

NEW HIRE NAME: **ESY Teacher Incentive**

STREET ADDRESS:

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

CITY, STATE ZIP:

CONTACT NUMBER:

\* LOCATION: **CENTRAL OFFICE**

\* REASON FOR ACTION: **ADDITIONAL HOURS**

Employee Type Code: **12CER**

\* EFFECTIVE DATE: **06/02/2025**

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

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

\* REPLACING: **NA**

\* NOTES: **See ESY teachers attached spreadsheet for bonus/attendance incentive for summer school (June 2-20, 2025). \$250.00 if worked 15 days \$150.00 if worked 14 days**

\* MONTHS WORKED PER YEAR: **10**

\* HOURS WORKED PER DAY: **7.5**

POSITION FUNDED: **141 E 71100 116 000 02508 000**

Type of Funding:

**DIRECTOR OF SCHOOLS - CORBY KING**

DIR OF SCHOOLS SIGNATURE

**DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN**

DEPUTY DIR SIGNATURE

**DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT**

DIRECTOR HR SIGNATURE

Last Name	First Name	Funding Code	Notes/Bonus Pay information
Leftwich	Christy	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Cannon	Jordan	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Netherton	Julian	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Lamb	Courtney	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Bussell	Jordan	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Hargis	Amber	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Green	Krista	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days
Thompson	Katrina	141-71100-116-2508	\$250 for working 15 days, \$150 for working 14 days

**PUTNAM COUNTY BOARD OF EDUCATION  
APPROVAL FORM**

#2

NEW HIRE NAME: **ESY NURSE INCENTIVE**

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

\* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

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

\* REASON FOR ACTION: **ADDITIONAL HOURS**

\* EFFECTIVE DATE: **06/02/2025**

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

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

\* REPLACING: **NA**

\* MONTHS WORKED PER YEAR: **9**

\* HOURS WORKED PER DAY: **7.0**

POSITION FUNDED: **141 E 72120 131 000 02508 000**

Type of Funding:

\* NOTES: **See attached spreadsheet bonus/attendance incentive for nurse for summer. (June 2-20, 2025).  
\$125 for working all 15 days  
\$75 for working 14 days**

**DIRECTOR OF SCHOOLS - CORBY KING**

**DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN**

**DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT**

**DIR OF SCHOOLS SIGNATURE**

**DEPUTY DIR SIGNATURE**

**DIRECTOR HR SIGNATURE**

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

**PUTNAM COUNTY BOARD OF EDUCATION  
APPROVAL FORM**

NEW HIRE NAME: **ESY Assistant Incentive**

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

\* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12CER**

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

\* REASON FOR ACTION: **ADDITIONAL HOURS**

\* EFFECTIVE DATE: **06/02/2025**

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

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

\* REPLACING: **NA**

\* MONTHS WORKED PER YEAR: **9**

\* HOURS WORKED PER DAY: **7.0**

POSITION FUNDED: **141 E 71100 163 000 02508 000**

Type of Funding:

\* NOTES: **See attached spreadsheet bonus/attendance incentive for assistants for summer. (June 2-20, 2025).  
\$125 for working all 15 days  
\$75 for working 14 days**

**DIRECTOR OF SCHOOLS - CORBY KING**

**DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN**

**DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT**

DIR OF SCHOOLS SIGNATURE

DEPUTY DIR SIGNATURE

DIRECTOR HR SIGNATURE

Last Name	First Name	Funding Code
Trisworth	Jenny	141-71100-163-2508
Jacobs	Nina	141-71100-163-2508
Hotchkiss	Juliana	141-71100-163-2508
Allen	Natalee	141-71100-163-2508
Burnell	Nikita	141-71100-163-2508
Hanks	Robin	141-71100-163-2508
Flowers	Nicole	141-71100-163-2508
Hammontree	Shelly	141-71100-163-2508
Lamb	Kali	141-71100-163-2508
Reeser	Julie	141-71100-163-2508
Lineberry	Kerri	141-71100-163-2508
Tidwell	Jessica	141-71100-163-2508



PUTNAM COUNTY BOARD OF EDUCATION  
APPROVAL FORM

#4

NEW HIRE NAME: **Annex Summer Stipends (JUNE)**

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

\* LOCATION: **FOOD SERVICES**

Employee Type Code: **12SPT**

OR Employee's Name: **STACY MARIE BRADFORD**

\* REASON FOR ACTION: **OTHER**

\* EFFECTIVE DATE: **07/15/2025**

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

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

\* REPLACING: **n/a**

\* MONTHS WORKED PER YEAR: **12**

\* HOURS WORKED PER DAY: **8.0**

POSITION FUNDED: **141 E 73100 189 000 00200 000**

Type of Funding:

\* NOTES: **Please see attached list for Jun Stipend for Mgr staff at the Annex for Summer Feeding. Stipend req for emp who worked tirelessly in the hot 100+ heat index days loading & transporting food. \$250each**

**DIRECTOR OF SCHOOLS - CORBY KING**

DIR OF SCHOOLS SIGNATURE

**DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN**

DEPUTY DIR SIGNATURE

**DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT**

DIRECTOR HR SIGNATURE

## SUMMER NUTRITION STIPEND

141 E 73100 199 000 00200

*Paid on 7/15 check*

Name	School	Stipend Amount
Barbosa, Shirley	SUMMER FEEDING	\$ 250.00
Bradford, Stacy	SUMMER FEEDING	<i>Not eligible</i>
Ellis, Julie Lynette	SUMMER FEEDING	\$ 250.00
Godsey, Jeremy	SUMMER FEEDING	<i>Not eligible</i>
Grissom, Jessica	SUMMER FEEDING	\$ 250.00
Jorday, Eric	SUMMER FEEDING	<i>Not eligible</i>
Miller, Elizabeth	SUMMER FEEDING	\$ 250.00
Shanahan, Donna	SUMMER FEEDING	\$ 250.00

*Requesting stipend for Annex Managers who worked tirelessly in the hot 100+ degree heat index days to assist summer staff in loading, transporting, & preparing meals.*

*This type of work is in addition to regular summer job duties.*

*Nutrition is to match stipend provided to Nutrition employees by Fed Programs.*

PUTNAM COUNTY BOARD OF EDUCATION  
APPROVAL FORM



NEW HIRE NAME: **SY 2025-2026 CELL PHONE STIPEND**

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

\* LOCATION: **CENTRAL OFFICE**

Employee Type Code: **12SPT**

OR Employee's Name: **TAMMY R JULIAN**

\* REASON FOR ACTION: **OTHER**

\* EFFECTIVE DATE: **07/01/2025**

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

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT:

\* REPLACING: **N/A- CELL PHONE STIPEND**

\* MONTHS WORKED PER YEAR: **12**

\* HOURS WORKED PER DAY: **8.0**

POSITION FUNDED: **141 E 72220 199 000 00000 000**

Type of Funding: **SPED**

\* NOTES: **School Year 2025-2026 Cell Phone Stipend of \$20 per month for 12 months be paid from 141-72220-199. See attached spreadsheet**

**DIRECTOR OF SCHOOLS - CORBY KING**

DIR OF SCHOOLS SIGNATURE

**DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN**

DEPUTY DIR SIGNATURE

**DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT**

DIRECTOR HR SIGNATURE

BOE Approved  
Mr. Talbert

EXHIBIT  
III-2  
06-26-25

## Putnam County Board of Education Agenda Request


Name of Person Making Request: Sheri Roberson


Department: Special Education

Phone Number of Person Making Request: 931-525-4708

Backup Included  
 Backup to follow

Approval for a \$20 Monthly Stipend for cell phone usage for the 2025-2026 school year per Policy 3.3001, Use of Cellular Phones to be paid from 141-72220-199.

  
\_\_\_\_\_  
Sheri Roberson, Special Education Supervisor      Date 6/2/25

  
\_\_\_\_\_  
Corby King, Director of Schools      Date 6/2/25

Received  
6-2-25 AM

MONTHLY \$20 STIPEND FOR CELL PHONE USAGE DURING 2025-2026 SCHOOL YEAR

Sheri Roberson	6100 Buck Mountain Road, Cookeville 38506
Terri Melton	198 Park Road, Rickman 38580
Tonia Wheeler	845 Shady Lane, Cookeville 38501
Laura Rich	3420 Plantation Drive, Cookeville 38506
Shere Bernard	805 N. Pickard Avenue, Cookeville 38501
Tammy Julian	8755 Austin Bottom Road, Baxter 38544
Christina Martin	824 Holland Drive, Cookeville 38506
<del>Summer Wilson</del>	<del>2153 Wynd Walker Drive, Cookeville 38506</del>
Brooke Morris	584 Maddux Road, Cookeville 38501

*Part time*

**PUTNAM COUNTY BOARD OF EDUCATION  
APPROVAL FORM**

NEW HIRE NAME: **SUMMER FEEDING STIPEND**

STREET ADDRESS:

CITY, STATE ZIP:

CONTACT NUMBER:

\* LOCATION: **FOOD SERVICES**

Employee Type Code: **12SPT**

OR Employee's Name: **STACY MARIE BRADFORD**

\* REASON FOR ACTION: **OTHER**

\* EFFECTIVE DATE: **07/15/2025**

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

HIGHLY QUALIFIED MET -

CERTIFICATION/ENDORSEMENT: **n/a**

\* REPLACING: **N/A**

\* MONTHS WORKED PER YEAR: **9**

\* HOURS WORKED PER DAY: **5.0**

POSITION FUNDED: **143 E 73100 165 000 00200 000**

Type of Funding:

\* NOTES: **Please see attached summer stipends amounts. Please pay on the July 15th check for 143.**

**DIRECTOR OF SCHOOLS - CORBY KING**

DIR OF SCHOOLS SIGNATURE

**DEPUTY DIRECTOR OF SCHOOLS - TIM MARTIN**

DEPUTY DIR SIGNATURE

**DIRECTOR, HUMAN RESOURCES - ANGIE KNIGHT**

DIRECTOR HR SIGNATURE

**SUMMER NUTRITION STIPEND**  
**143 E 73100 165 000 00200**

*If any days are missed, not  
 eligible for stipend*  
**\$250 MGR**  
**\$125 REG**

Name	School	Stipend Amount
Baye, Colette	SUMMER NUTRITION	\$ 250.00
Carter, Ashley	SUMMER NUTRITION	\$ 125.00
Dias, Brian	SUMMER NUTRITION	\$ 125.00
Everett, Amanda	SUMMER NUTRITION	\$ 125.00
Everett, Sandi	SUMMER NUTRITION	\$ 250.00
Guinn, Eva Suzanne	SUMMER NUTRITION	\$ 125.00
Harness, Teresa	SUMMER NUTRITION	\$ 125.00
Hickey, Connie	SUMMER NUTRITION	\$ 125.00
Hughes, LeighAnn (Mgr)	SUMMER NUTRITION	\$ 125.00
Kirkman, Amy	SUMMER NUTRITION	\$ 125.00
Marek, Susan (Mgr)	SUMMER NUTRITION	\$ 250.00
Marin, Brenda	SUMMER NUTRITION	\$ 125.00
Miller, Susan "Suzie"	SUMMER NUTRITION	\$ 125.00
Morgan, Rebecca (Mgr)	SUMMER NUTRITION	\$ 250.00
Phillips, Amy	SUMMER NUTRITION	\$ 125.00
Swartz, Wanda	SUMMER NUTRITION	\$ 125.00
<b>TOTAL</b>		<b>\$ 2,625.00</b>

**MINUTES**  
Putnam County Board of Education  
Cookeville, Tennessee  
June 26, 2025

The Putnam County Board of Education met in the office of the Putnam County Education Building - Cookeville, Tennessee on Thursday, June 26, 2025. Mr. **McHENRY** convened the meeting at 5:00 PM.

PRESENT.....	<b>5</b>	ABSENT.....	<b>1</b>
Lynn McHenry, Chair		Dr. Dawn Fry, Vice-Chair	
Kim Cravens			
David McCormick			
Jill Ramsey			
Kerry Ledbetter			

Mr. **McHENRY** stated the Board would address Agenda Item III., Approval of the Agenda.

**ACTION:** (II.) Mrs. **CRAVENS** made a motion to approve the agenda, as recommended by Director Corby R. King, Director of Schools, and as submitted. Mr. **RAMSEY** seconded the motion. Motion carried.

Mr. **McHENRY** stated the Board would address Agenda Item III., Announcements, and recognized Corby King, Director of Schools.

- The Putnam County School Central Office will be closed July 3<sup>rd</sup> and 4<sup>th</sup>
- Director’s Personnel Report

Mr. **McHENRY** stated the Board would address approval of the Minutes.

**ACTION:** (VI.A.) Mrs. **RAMSEY** made a motion to approve the Minutes of the Regular November Board Meeting – June 5, 2025, @ 5:00 PM, as submitted. Dr. **FRY** seconded the motion. Motion carried.

Mr. **McHENRY** stated the Board would address approval of the Consent Agenda, and asked if anyone had an item they would like removed for discussion.

**ACTION:** (VI.A.1. – VI.F.34.) Mrs. **Ramsey** made a motion to approve the following Consent Agenda, as recommended and submitted by Corby R. King, Director of Schools:

- VI. Approval of Consent Agenda
  - A. Payments/Purchases
    - 1. Approval of the purchase of Dreambox Reading Plus for the 2025-2026 school year (reading plus intervention programs for students with disabilities) student

licenses and training webinar package from Dreambox Learning - Bellevue, WA in the amount of \$20,226.80 to be paid from 141-71200-429.

2. Approval of the purchase of the Dreambox Learning Math Advanced for the 2025-2026 school year (personalized math intervention programs for students with disabilities) student licenses and training webinar package from Dreambox Learning - Bellevue, WA in the amount of \$17,454.25 to be paid from 141-71200-429.

3. Approval of a payment to IB, International Baccalaureate Organization NY, for 2025-2026 Annual School Fees for Cookeville High School in the amount of \$12,790.00 to be paid from 141-72210-599-02103.

4. Approval of payment to Frontline Technologies Group, LLC, Philadelphia, PA in the amount of \$51,844.00 to be paid from:

- 141 72210 399 000 02103 000 \$23,068.76
- 141 71100 399 000 02117 000 \$9,275.24
- 141 72220 399 000 00000 000 \$5,000.00
- 142 71300 399 805 00000 000 \$1,500.00
- 142 72210 399 201 00000 000 \$13,000.00

For use of the Professional Learning Management and Absence/Substitute Management program from July 1, 2025, to June 30, 2026.

5. Approval to purchase 1 Pacifica Van from Chrysler Dodge Jeep RAM Fiat of Columbia in the amount of \$41,484.25 from the TN statewide contract (#209) to be paid from 141- 72710-729, Transportation Equipment.

6. Approval of payment to KEV Group Inc, LB 2252 - PO Box 95000, Philadelphia, PA, for School Funds Online Software, accounting software and maintenance fees for twenty schools for the 2025-2026 school year in the amount of \$13,912.93 to be paid from 141-E-72510-399.

7. Approval to pay Stone Service Corporation in the amount of \$176,486.25 and SouthEast Bank (retainage) in the amount of \$9,288.75 for pay application #2 related to the Northeast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.

8. Approval to pay AAR of North Carolina in the amount of \$44,958.75 for pay application #1 related to the Extended Service Building Roof Replacement project to be paid from 141-76100-599-02528.

9. Approval to pay Stone Service Corporation in the amount of \$155,812.35 for pay application #3 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.

10. Approval to pay Stone Service Corporation in the amount of \$53,114.50 for pay application #2 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.

11. Approval to pay Covington Flooring Company in the amount of \$71,777.00 for pay application #1 related to the Burks Elementary School Gym Floor Refurbishing project to be paid from 141-72620-399. (TIPS Contract #23010401)

12. Approval to pay Covington Flooring Company in the amount of \$21,550.00 for pay application #1 related to the Capshaw Elementary School Gym Floor Refurbishing project to be paid from 141-72620-399. (TIPS Contract #23010401)

13. Approval to pay Mid State Construction Company in the amount of \$24,660.00 related to the demolition and clean-up of concrete locker bases at Cookeville High School to be paid from 141-72620-399.

14. Approval to pay Transfinder Corporation (Routing Software) in the amount of \$21,110.00 out of line item #141-72100-399, Other Contracted Services.

15. Approval to pay Zonar (GPS Software) in the amount of \$22,198.82 out of line item #141-72100-399, Other Contracted Services.

16. Approval of payment to Skyward - Stevens Point, WI, in the amount of \$78,482.00 to be paid from 141-72510-399 for the Accounting and HR Software Annual License fee from July 1, 2025, to June 30, 2026 (General Purpose School Fund).

17. Approval of the purchase of 11 school licenses for grades K-2 from Generation Genius School Licenses Inc., Sherman Oaks, CA in the amount of \$13,043.25 to be paid from 141- 71100-449-02117, as submitted.

18. Approval of the purchase of the annual replacement and growth textbooks from Tennessee Book La Vergne, Tennessee in the amount of \$50,000.00 to be paid from 141-71100-449-02117.

19. Approval to purchase ELA and Math iReady and Tool Kit from Curriculum Associates, LLC for 2025-2026 School Year per Buyboard contract #748-24 in the amount of \$297,503.65 from Quote #392251.9 and Quote #4200710.1 to be paid from 141-71100-399-02103.

20. Approval of the purchase of Pearson: AimswebPlus benchmark and screener assessment platform for the 2025-2026 school year in the amount of \$33,750.00 to be paid from 141-72130-322-02103.

21. Approval to purchase Instructure (Mastery Connect) for student benchmark assessments, per quote Q-400552 in the amount of \$164,690.85 to be paid from 141-72210-399-02103 through The Interlocal Purchasing System (TIPS) contract #230105.

**B. Bids/Quotes/Sealed Bids/RFPs**

1. Approval to declare Sycamore Elementary School library furniture (5 tables and 39 chairs) surplus property and allow the sale to be conducted by sealed bid.

**C. Budget Amendments/Line Item Transfers**

1. CTE - Move funds to pay for Pathway 2 Careers bldg licenses, on-site and virtual training, and financial literacy curriculum

2. Adult Education - To redistribute funds for Adult Education ABE Primary

3. SPED - To reallocate funds to pay salaries for extended school year for Special Education.

4. Food Service - Nutrition annual clean up of line items

5. Finance - To budget for Paid Parental Leave payments from the State.

6. Finance - To adjust additional funds received from school for payments to employees.

7. Finance - To adjust General Purpose budget to account for additional expenditures

**D. Approval of Out-of-County and Overnight Trip Reports**

**E. Approval of Grant Report**

**F. Other**

1. Approval for a \$20.00 monthly stipend for personal cell phone usage, per policy 3.3001, use of Cellular Phones, for the School Nutrition Manager at each school, as submitted.

2. Approval for a \$20.00 Monthly Stipend for cell phone usage for 2025-2026 school year per Policy 3.3001, Use of Cellular Phones to be paid from 141-72220-199.

3. Consider the renewal in the amount of \$12,500.00 for the athletic consulting group, A Better Way Athletics, LLC, that provides coaching/sportsmanship support to our Athletic Directors, Coaches, Players and Parents.

4. Approval of the renewal of the agreement between Putnam County Board of Education an Enome, inc. (GOALBOOK) San Mateo, CA for Goalbook Toolkit Special Education Partial Department Membership for the 2025-2026 school year in the amount of \$47,600.00 to be paid from 141-71200-312.

5. Approval of the Putnam County School System to send applicable student progress monitoring, student screener, and benchmark assessment data to the Tennessee Department of Education (per reporting requirements).

6. Approval of the data sharing agreement in order for Putnam County Schools and Curriculum Associates to provide iReady Math and Reading student data (including assessment, instruction, demographic, and class scheduling information) to Elevation Education.

7. Approval of the data share agreement to send PCSS data to Comprehensive Educational Resources (Mastery View Benchmark Assessments/TCAP Data).
8. Approval of the Student Teacher/Intern Partnership Agreement between Vanderbilt University and the Putnam County School System effective 7/1/25-6/30/26 with the option to request renewal for an additional 3 years.
9. Approval of the data sharing agreement in order for Putnam County Schools and Flashlight Learning to provide progress monitoring student data (including assessment, instruction, demographic, and class schedule information) to Curriculum Associates: Ellevation.
10. Approval of the data sharing process for vendor (Aimsweb) and the Putnam County School System to send applicable student screened data to the Tennessee Department of Education. This data will be used to process 2025-2026 student appeals in relation to the 3<sup>rd</sup> grade promotion/retention law.
11. Approval of the data sharing agreement for Amplify to send required Student Screener data (on behalf of Putnam County School System) to the Tennessee Department of Education
12. Approval of the data share process for achievement data and benchmark data....
13. Approval of the partnership between the Putnam County School Systems Coordinated School Health Program and Allergy, Asthma and Sinus Center in Cookeville, TN to donate EpiPens for all Putnam County Schools. A training session will be completed in all schools to teach the administration of the EpiPens.
14. Approval of both the "Agreement to Administer the School Nutrition Program" and the "Local Agriculture Products Compliance Plan" for School Year 25-26, due annually for School Nutrition Programs.
15. Approval of the initial subscription to Perry Weather for no more than \$10,300.00 with an annual subscription fee for no more than \$9,100.00. Perry Weather is a weather-safety monitoring and notification service used to monitor real-time data and help make informed decisions about outdoor events.
16. Approval of the proposal to increase meal pricing for the 2025-2026 school year. Increases in food/non-food supplies, labor and equipment costs make this proposal necessary.
17. Approval of the fourth and final renewal of the beverage contracts between the Bottling Group, LLC, and Putnam County School System effective July 1, 2025, through June 30, 2026, as submitted.
18. Approval to enter into an agreement with Accelerate Education Inc., Anthem, Arizona for online school at-home curriculum for the 2024-2025 school year to be paid from VITAL: 141-71100-399-01501 (\$3,900 per student)
19. Approval of the CEV Multimedia Services Agreement between CEV Multimedia, LLC - Lubbock, TX, 79404 and the Putnam County School System for professional services, as submitted for the 2025-2026 school year to be paid from General Funds of \$48,000.00.
20. Approval to enter into a pilot agreement with Magic School AI, 4845 Pearl East Circle Ste 118 PMB, Boulder, CO, for the remainder (until July 1) of the 2025-2026 school year to be paid from VITAL: 141-71100-399-01501 (\$39,100 - District Use).
21. Approval of the Imagine Learning/Edgenuity Services Agreement between Imagine Learning, Inc. - Scottsdale, Arizona, and Putnam County School System for professional services, as submitted for the 2025-2026 school year to be paid from General Funds in cooperation with the The Interlocal Purchasing System (TIPS) agreement for a total of \$103,256.00.
22. Approval of the Instructure Services Agreement between Instructure, Inc. - Salt Lake City, Utah, and the Putnam County School System for professional services, as submitted for the 2025-2026 school year to be paid from General Funds in cooperation with the National IPA #R150702 agreement for a total of \$31,550.00.

23. Approval to enter into an agreement with Liminex, Inc. (Pear Deck), 2030 East Maple Avenue, El Segundo, CA, 90245 for the 2025-2026 school year to be paid from VITAL: 141-71100-399-01501 (\$2,067.50 - District Use).
24. Approval to enter into an agreement with Notable, Inc. (Kami), 8605 Santa Monica Blvd., PMB 57387, West Hollywood, CA 90069 for the 2025-2026 school year to be paid from VITAL: 141-71100-399-01501 (\$3,600 - District Use).
25. Approval of the Services Agreement between SCHMOOP Inc. - Phoenix, Arizona and the Putnam County School System for professional services, as submitted for the 2025-2026 school year to be paid from General Funds for a total of \$10,000.00.
26. Approval of the WeVideo Inc. Agreement between WeVideo Inc. - Mountain View, California, and Putnam County School System for professional services, as submitted for the 2025-2026 school year to be paid from General Funds for a total of \$10,369.34.
27. Approval of the Memorandum of Understanding (MOU) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2025-2026 school year to provide counseling, mental health and/or related services to various clients within PCSS.
28. Approval of the Memorandum of Agreement (MOA) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2025-2026 school year to conduct Project B.A.S.I.C. which entails various mental health curriculum presentations within the classroom setting at Northeast Elementary School.
29. Approval of the Memorandum of Agreement (MOA) between Volunteer Behavioral Health Care System (VBHCS) and Putnam County School System (PCSS) for the 2025-2026 school year to provide the Positive Action prevention program to students in grades fourth through twelve.
30. Approval of Classification Charts and Pay Scales for both Hourly and Professional noncertified employees for the 2025-2026 school year.
31. Approval of the 2025-2026 Certified Salary Scales, as submitted.
32. Approval of the Athletic and Activity Supplement amount and guidelines for the 2025-2026 school year.
33. Approval of the Substitute Teachers and Substitute SPED/Pre-K Assistant rates for the 2025-2026 school year.
34. Approval of Complaint Managers for the 2025-2026 school year.
35. Approval to renew the annual subscription for year 2 of the 3 year agreement (renewable annually with a 60 day cancellation clause of 60 days prior to the next renewal date) for Linewize School Manager (Internet content filter) with Classwize screen monitoring software, per quote 222932 from PCS, Inc., Knoxville, TN, on the TIPS Contract # 230105, in the amount of \$51,366.52 to be from: 141-71100-722-01607.
36. Approval to renew the annual subscription of the Libib software as a service platform through July 30, 2026, per Sole Source, in the amount of \$14,250.00, to be paid from: 141-72310-599 for \$8,250.00 and 141-72250-499 for \$6,000.00.
37. Approval to renew annual subscription for Gaggle, a K-12 student digital safety platform, from 7/1/25 to 6/30/26, per contract #: Sevier County Schools - Contract 011522SCS from Central Technologies, Inc., Knoxville, TN, per attached quote #026365 in the amount of \$69,178.25 to be paid from these accounts in FY25: 141-71100-722-01607 for \$58,900.00; 141-72250-336 for \$7,600.25; and 141-71100-429-01607 for \$2,678.00.
38. Approval for renewal of Platform and Strategies from Curriculum Associates ELLevation per BuyBoard Contract 748-24 and quote Q-50531 in the amount of \$31,584.00 per contract where \$16,168.75 is paid from 142-72210-399-101, \$16,168.75 is paid from 142-72210-599-301.

39. Approval to renew Title I Crate from 86 Technologies per BuyBoard contract #759-25 and quote in the amount of Eleven thousand dollars (\$12,600.00) to be paid from Consolidated Administration budget line 142-72210-399-011.
40. Approval of the purchase of Flashlight Learning for ESL student progress monitoring of ELPA21 standards as mandated by TDOE, per quote Q-06847-1 in the amount of \$54,000.00 and paid from 141-71100-399-02103.
41. Approval of the Tennessee "Grow Your Own" Partnership and Student Teaching Affiliation Agreement between East Tennessee State University and the Putnam County School System effective July 1, 2025 to June 30th, 2026.
42. Approval to enter into a contract with Savvas Learning for Science textbooks, grades 3 through 5 in the amount of \$275,953.83 to be paid 50% in FY26 and 50% in FY27 from account 141-71100-499-02117, as submitted.
43. Approval of the adoption and purchase of KIDDOM's OpenSciEd Science textbooks for grades 6th-8th from Tennessee Book Company La Vergne, TN, in the amount of \$347,408.60 from account 141-71100-449-02117, as submitted.
44. Approval of the adoption and purchase of McGraw Hill's Biology and Physical Science textbooks for grades 9th-12th from Tennessee Book Company La Vergne, TN, in the amount of \$145,797.02 from account 141-71100-449-02117, as submitted.
45. Approval of the adoption and purchase of STEMscopes Chemistry Textbooks for 9th-12th grades from Tennessee Book Company La Vergne, TN, in the amount of \$30,694.60 to be paid from 141-71100-449-02117, as submitted.
46. Approval of the adoption of Tennessee Science Studies Weekly grades K-2 science curriculum with no plans of purchase.
47. Approval for Sycamore Elementary to partner with LifeWise Academy for parent approved student release.
48. Approval to renew Houghton Mifflin Harcourt (HMH) Read180 and Math 180 Flex for the 2025-2026 school year. The price of renewal is \$218,928.13 to be paid from 141-71100-399-02103.

Mr. **LEDBETTER** seconded the motion. Motion carried.

Mr. **McHENRY** stated the Board would address Agenda Item VII. Policy as followed:

- A. Policy for Use of Personal Communication Devices and Electronic Devices (6.312), final reading.

**ACTION:** Mrs. **RAMSEY** made a motion to approve Policy VII.A., Option 1 of the Policy for Use of Personal Communication Devices and Electronic Devices (6.312) on the final reading. Mr. **McCORMICK** seconded the motion. Motion carried.

Mr. **McHENRY** stated the Board would address Agenda Item VIII.A., Approval of the school calendar cycle 2026-2027, 2027-2028, and 2028-2029 presented by Dr. Chris Winningham. He stated:

Mr. **McHENRY** stated the Board would address Agenda Item VIII.B., Building Projects.

Mr. Tim Martin provided an update stating:

- The Avery Trace Middle School grass is looking better
- The base for the light post was set and electricity would be ready soon

Mr. **McHENRY** stated the Board would address Agenda item VIII.C.3.a., Current Park View Elementary School Action Item and recognized Energy Systems Group.

ESG provided an update on the old Parkview School building stating:

- Phase I is complete which means demo of the walls and ceilings were done
- The HVAC systems are complete
- Electrical panels are complete
- Water lines finished
- Phase II was set to begin with different subcontractors working on walls, floors and sewer lines

**ACTION:** [VIII.B.2.a.(1.)-VII.B.2.a.(2.)] Mr. **McCORMICK** made a motion to approve the following Current Park View Elementary School Action Items, as submitted and recommended:

- Approval to pay Energy Systems Group in the amount of \$337,729.12 and First National Bank of Tennessee (retainage) in the amount of \$17,775.22 for pay application #7 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue.
- Approval of Change Order #001 to the Early Learning Center refurbishment contract with Energy Systems Group to increase the contract in the amount of \$160,282.00 for the replacement of floor tile

Mr. **LEDBETTER** seconded the motion. Motion passed.

Mr. **McHENRY** stated the Board would address Agenda Item VIII.C., the 141 General School Budget Draft #3.

**ACTION:** (VIII.C.) Mrs. **CRAVENS** made a motion to approve the 141 General Purpose School Budget Draft #3 for the year ending on June 30, 2026. Mrs. **RAMSEY** seconded. Motion carried.

Mr. **McHENRY** stated the Board would address Agenda Item VIII.D., Cell phone storage device options, and recognized Tim Martin, Deputy Director.

**ACTION:** (VIID) Mrs. **RAMSEY** made a motion to adjourn. Mr. **LEDBETTER** seconded the motion. Motion carried.

**ACTION:** (IX.) Mrs. **CRAVENS** made a motion to adjourn. Mrs. **RAMSEY** seconded the motion. Motion carried.

The Board adjourned at 5:36 PM.

8/7/25  
Date

  
Lynn McHenry  
Chair

  
Corby King  
Director of Schools



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request: 931.526.9777.1435

Account Funding Code (if appropriate)

Backup included

Backup to follow

Requesting approval of purchase of Safe School Annual Training Subscription from Vector Solutions, LLC for the 2025-2026 school year in the amount of \$17,139.20 to be paid from 141-72520-399 effective 07/15/2025 through 7/14/2026 as submitted.

Respectfully submitted,

A handwritten signature in cursive script that reads "Angie Knight".

Angie Knight

07/07/2025

  
\_\_\_\_\_  
Signature of Person Making Request

7-7-2025

Date

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

7-7-2025

Date

**received**  
7-7-25 m7





Scenario Learning, LLC  
 4890 W. Kennedy Blvd.  
 Suite 300  
 Tampa, FL 33609  
 866-546-1212 Opt. 2  
 invoicing@vectorsolutions.com

# Invoice

#INV120746  
 Doc Date: 6/15/2025

Invoice Date: 7/15/2025

Due Date: 8/14/2025

**Bill To**  
 Putnam County Schools  
 1400 East Spring St  
 Cookeville TN 38506  
 United States

<b>Contract</b>	<b>Customer ID</b>	<b>Salesperson ID</b>	<b>Payment Terms</b>
	0014100001Tg5ZdAAJ	Daniel Krull	Net 30
<b>Billing Frequency</b>	<b>Billing Start Date</b>	<b>Billing End Date</b>	<b>PO #</b>
Annually	7/15/2025	7/14/2026	

Qty	Item	Rate	Amount
2,080	SLSST - Vector Training, Employee Safety and Compliance Library	8.24	\$17,139.20

**Subtotal** \$17,139.20

**Tax (0%)** \$0.00

**Total** \$17,139.20

**Balance Due:** \$17,139.20

For U.S. customers, Vector is required to collect and remit sales tax in various jurisdictions. Exempt customers should send completed certificates to certs@vectorsolutions.com

For a Copy of our W-9: <https://www.vectorsolutions.com/w9/SLw9-19.pdf>

*Angie Knight*  
 6-16-25

*Upon expiration of the initial or any Renewal Term of your Client Agreement, access to the Services may remain active for thirty (30) days solely for purpose of Company's record keeping (the "Expiration Period"). Unless otherwise provided in your Client Agreement, any access to or usage of the Services following the Expiration Period shall be deemed Client's renewal of the Agreement under the same terms and conditions.*



Scenario Learning, LLC  
4890 W. Kennedy Blvd.  
Suite 300  
Tampa, FL 33609  
866-546-1212 Opt. 2  
invoicing@vectorsolutions.com

**Invoice**  
**#INV120746**  
Doc Date: 6/15/2025

Invoice Date: 7/15/2025

Due Date: 8/14/2025

**Remittance Information:**

**Remit Checks To:**  
Scenario Learning, LLC  
PO Box 736512  
Dallas, TX 75373-6512

**Courier Deposits (FedEx, UPS, etc.):**  
\*\* Deposits received by courier may not post  
same day \*\*

JPMorgan Chase (TX1-0029)  
Attn: SCENARIO LEARNING, LLC 736512  
14800 Frye Road, 2nd Floor  
Ft. Worth, TX 76155

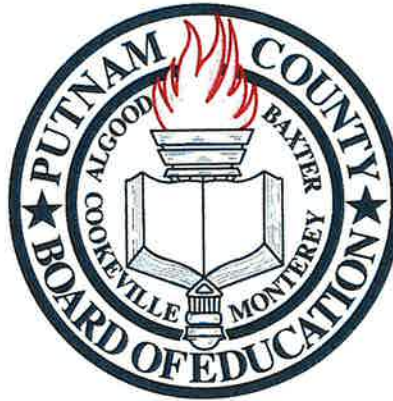
**Electronic Transfers Only:**  
JPMorgan Chase  
**Wire Instructions:**  
Routing # 021000021  
Account # 789086326  
SWIFT code CHASUS33  
City and State New York, New York

**ACH Instructions:**  
Routing # 072000326  
Account # 789086326

If you would like to make a secure online payment via credit card or ACH please use the below link:

[Pay Online Here](#)

EXHIBIT  
VIA 2  
08-07-25  
tabbles



**Board Agenda Request**

Date 7/09/2025

Department Finance

Person Submitting Mark McReynolds *Mark McReynolds*

Account Number (if appropriate) 141-71100-722-02117

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider approval to purchase student desks and chairs for Capshaw Elementary School from Ernie Morris Enterprises, Inc. in the amount of \$34,618.00 to be paid from 141-71100-722-02117.

received  
7-9-25 MT *CK*

Ernie Morris Enterprises, Inc.  
P O Box 818  
Bushnell FL 33513  
www.erniemorris.com



Quote #: EKT06032025 - OPTION 2

CASHAW ES



Date: 6/3/2025

**QUOTATION**  
**DELIVERED & INSTALLED**  
**TIPS CONTRACT**  
**# 230301**

This quote prepared for:  
Putnam County School System  
1400 East Spring Street  
Cookeville, TN 38506

Quoted by: Lisa Kirkus  
615-806-4943  
lkirkus@erniemorris.com

**BOOT GLIDES**

	MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	ABC	DAJ6E	Discover, Polystructural, 20"x26", Jumbo, Banded Flat Edge (Casters must be specified separately). G Graphite Boot Glides 4 Titanium Z Azure 0 Standard Laminates 3E High Rise 4 Titanium	126	\$163.00	\$20,538.00
	ABC	AS4L16	Alphabet, Seating, 4L, 16", Poly Shell F Felt + 4 Titanium Z Azure	128	\$110.00	\$14,080.00

Subtotal: \$34,618.00

**Total including Delivery and Installation: \$34,618.00**

Sales Tax, if applicable, will be added to your invoice.

Approved By: \_\_\_\_\_  
Name  
\_\_\_\_\_ Title

Date: \_\_\_\_\_  
PO: \_\_\_\_\_

- Prices of items with fabric may change if different fabrics are selected. If no fabric is selected, the price is based on the standard fabric for that item, usually grade II or III.
- Furniture is made to order and is not returnable.
- Drawings must be checked by customer for accuracy of dimensions, location of doors, windows, built-ins, power and data receptacles.
- Quote number must be referenced on purchase order.
- Manufacturer warranties apply.
- Order changes must be in writing.
- All designs, plans, layouts, drawings and specifications are the property of EMEI and may not be used, reproduced or distributed, in whole or part, without prior written consent.
- All dimensions in this quote are nominal.
- We are pleased to provide these drawings and quotes in response to your request. The documents are provided to you without charge by Ernie Morris Enterprises, Inc. (EMEI) for marketing purposes only. They identify and depict office furniture products that could become freestanding, non-structural elements to be placed within the end users building. These documents are not intended to contain any specification, plan or depiction by EMEI of, or otherwise reflect any opinion, direction or proposal by EMEI with respect to any non-structural elements of the end user's building. To the extent the documents contain any depiction of any structural or non-structural elements of the end user's building; they are for reference purposes only.

Ernie Morris Enterprises, Inc.  
 P O Box 818  
 Bushnell FL 33513  
 www.erniemorris.com

Quote #: **EKT06032025 - OPTION 2**



**CASHAW ES**



Date: 6/3/2025

**QUOTATION  
 DELIVERED & INSTALLED  
 TIPS CONTRACT  
 # 230301**

This quote prepared for:  
 Putnam County School System  
 1400 East Spring Street  
 Cookeville, TN 38506

Quoted by: Lisa Kirkus  
 615-806-4943  
 lkirkus@erniemorris.com

**FELT GLIDES**

	MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	ABC	DAJ6E	Discover, Polystructural, 20"x26", Jumbo, Banded Flat Edge (Casters must be specified separately). F Felt 4 Titanium Z Azure 0 Standard Laminates 3E High Rise 4 Titanium	126	\$163.00	\$20,538.00
	ABC	AS4L16	Alphabet, Seating, 4L, 16", Poly Shell F Felt + 4 Titanium Z Azure	128	\$110.00	\$14,080.00
Subtotal:						\$34,618.00

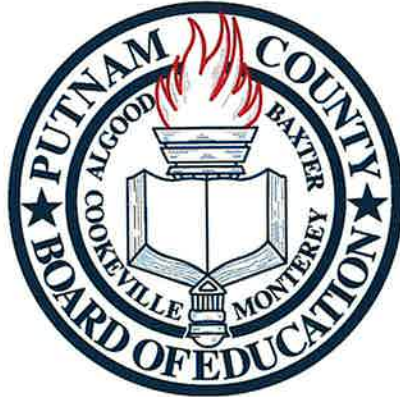
**Total including Delivery and Installation: \$34,618.00**

Sales Tax, if applicable, will be added to your invoice.

Approved By: \_\_\_\_\_  
 Name  
 \_\_\_\_\_  
 Title

Date: \_\_\_\_\_  
 PO: \_\_\_\_\_

- Prices of items with fabric may change if different fabrics are selected. If no fabric is selected, the price is based on the standard fabric for that item, usually grade II or III.
- Furniture is made to order and is not returnable.
- Drawings must be checked by customer for accuracy of dimensions, location of doors, windows, built-ins, power and data receptacles.
- Quote number must be referenced on purchase order.
- Manufacturer warranties apply.
- Order changes must be in writing.
- All designs, plans, layouts, drawings and specifications are the property of EMEI and may not be used, reproduced or distributed, in whole or part, without prior written consent.
- All dimensions in this quote are nominal.
- We are pleased to provide these drawings and quotes in response to your request. The documents are provided to you without charge by Ernie Morris Enterprises, Inc. (EMEI) for marketing purposes only. They identify and depict office furniture products that could become freestanding, non-structural elements to be placed within the end users building. These documents are not intended to contain any specification, plan or depiction by EMEI of, or otherwise reflect any opinion, direction or proposal by EMEI with respect to any non-structural elements of the end user's building. To the extent the documents contain any depiction of any structural or non-structural elements of the end user's building; they are for reference purposes only.



Board Agenda Request

Date 7/09/2025

Department Communications

Person Submitting Buddy Pearson

Account Number 141-72250-399-000 & 141-72310-599-000

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider approval to purchase a one-year contract with ParentSquare, Inc. for communication services, which include website, two-way communication, mass communications, app, etc., for the 2025-2026 school year in the amount of \$76,727.50 to be paid from accounts
  - 141-72250-399-000 \$43,800.00
  - 141-72310-599-000 \$32,927.50

received  
7-9-25 MAT



# Invoice #2024-20716

**From**

ParentSquare, Inc.  
6144 Calle Real #200A  
Goleta, CA 93117  
888-996-4156 ext. 3

**Invoice Summary**

**Invoice Number** 2024-20716

**Date** 07/01/2025

**Terms** Net 30

**Due Date** 07/31/2025

**Amount Due (USD)** \$ 76,727.50

**Bill To**

Putnam County, TN - 4703480  
1400 East Spring ST  
Cookeville, TN 38506  
United States

**Ship To**

Putnam County, TN - 4703480  
1400 East Spring ST  
Cookeville, TN 38506  
United States

Description	Quantity	Rate	Amount
SmartSites (Multi-site) 07/01/2025 to 06/30/2026	11,750	1.47	17,272.50
Secure Documents 07/01/2025 to 06/30/2026	11,750	0.60	7,050.00
Engage 2023 07/01/2025 to 06/30/2026	11,750	4.46	52,405.00
<b>Amount Due (USD)</b>			<b>\$ 76,727.50</b>

Credit Card: Please refer to the original invoice email to View Invoice online, and then Pay By Card online. (CC payments only valid for invoices below \$5,000).

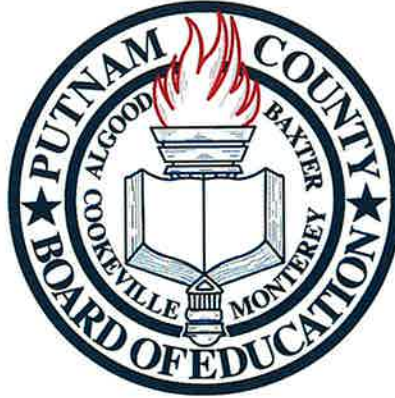
ACH: Please refer to the below

Account Title: PARENTSQUARE INC  
Account Number: 8175736884  
Wire Routing: 043000096  
ACH Routing: 031207607

Check: Please issue a check to "ParentSquare, Inc." and write the Invoice Number on the check. Please mail to:

PNC Bank c/o ParentSquare, Inc.  
Lockbox # 713541  
350 East Devon Avenue  
Itasca, IL 60143

For additional questions or concerns, feel free to reply to this email or directly reach out to the Accounts Receivable team at [billing@parentsquare.com](mailto:billing@parentsquare.com).



**Board Agenda Request**

Date 7/10/2025

Department Teaching & Learning

Person Submitting Bridgett Carwile *upl*

Account Number (if appropriate) 141-71100-399-02103

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Consider approval to purchase Qualtrics per Carahsoft Omnia Education Contract RFP#R240303 in the amount of \$56,550.53 to be paid from 141-71100-399-02103.

**received**  
7-10-25 *mt* *CR*

# Government Price Quotation

## Qualtrics at Carahsoft

11493 SUNSET HILLS ROAD | RESTON, VIRGINIA 20190

PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH

WWW.CARAHSOFT.COM | QUALTRICS@CARAHSOFT.COM



**TO:** Bridgett Carwile  
Federal Programs Supervisor  
Putnam County Schools  
1400 E. Spring Street  
Cookeville, TN 38506 USA

**FROM:** Matthew Broccoletti  
Qualtrics at Carahsoft  
11493 Sunset Hills Road  
Reston, Virginia 20190

**EMAIL:** bridgett.carwile@pcsstn.com

**EMAIL:** Matthew.Broccoletti@carahsoft.com

**PHONE:** (931) 525-4709

**FAX:** (931) 528-3790

**PHONE:** (703) 673-3549

**TERMS:** OMNIA Software Solutions and Services contract: R240303  
Term: January 1, 2025 - December 31, 2027  
FTIN:52-2189693  
Shipping Point: FOB Destination  
Credit Cards: VISA/MasterCard/AMEX  
Remit To: Same as Above  
Payment Terms: Net 30 (On Approved Credit)  
Sales Tax May Apply

**QUOTE NO:** 57762023  
**QUOTE DATE:** 07/02/2025  
**QUOTE EXPIRES:** 09/01/2025  
**RFQ NO:**  
**SHIPPING:** ESD  
**TOTAL PRICE:** \$56,550.53  
**TOTAL QUOTE:** \$56,550.53

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
<b>YEAR 2</b>					
1	510140-1195	CX Foundation Base Program Digital Frontline Interactions : 70,000 Qualtrics, LLC - 510140 Start Date: 09/07/2025 End Date: 09/06/2026	\$8,078.6466 COOP	7	\$56,550.53
<b>YEAR 2 SUBTOTAL:</b>					\$56,550.53
<b>SUBTOTAL:</b>					\$56,550.53
<b>TOTAL PRICE:</b>					\$56,550.53
<b>TOTAL QUOTE:</b>					\$56,550.53

## SUGGESTED OPTIONS

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
<b>YEAR 3</b>					
2	510140-1195	CX Foundation Base Program Digital Frontline Interactions : 70,000 Qualtrics, LLC - 510140 Start Date: 09/07/2026 End Date: 09/06/2027	\$8,078.6466 COOP	7	\$56,550.53
<b>YEAR 3 SUBTOTAL:</b>					\$56,550.53
<b>SUGGESTED OPTIONS SUBTOTAL:</b>					\$56,550.53

# Government Price Quotation

## Qualtrics at Carahsoft

11493 SUNSET HILLS ROAD | RESTON, VIRGINIA 20190

PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH

WWW.CARAHSOFT.COM | QUALTRICS@CARAHSOFT.COM



Qualtrics EULA: <http://www.qualtrics.com/indirect-terms-of-service/>

Prices shown do not include sales tax, GST, HST, VAT or other taxes that may apply. Applicable taxes will be presented on the invoice.

Unless inserted as part of an order form, this quote does not constitute a contract and is based on current information about the project requirements. Timelines for associated projects may be provided in a separate order form. Unless inserted as part of an order form, actual costs may change once project requirements and timelines are finalized. Software total above does not include any additional services fees that may be applicable.

\*\*\* Please reference the contract vehicle, the Carahsoft Quote Number 57762023, and N30 payment terms on a resulting purchase order.

\*\*\* By providing a PO, customer is hereby agreeing to the terms and conditions outlined within the order form below to include acceptance of a multi-year agreement.

\*\*\* Customer's payment obligation for each contract year of the Agreement is conditioned upon the availability and appropriation of funds. If funds are not appropriated to support continuation of performance in a subsequent fiscal year period, Customer shall have the right to terminate the Agreement at the end of the then-current contract year with prior written notice to Qualtrics at least 30 days prior to the start of the next contract year (a "Non-Appropriation Termination"). In the event of a Non-Appropriation Termination, Customer will not be entitled to any refund of any prepaid fees and shall be responsible for payment of amounts incurred up to the date of such termination.

Includes:

Year 2:

Digital Frontline Interactions : 70,000

Year 3:

Digital Frontline Interactions : 70,000



December 17, 2024

Jennifer Kanach  
Secretary  
Carahsoft Technology Corporation  
11493 Sunset Hills Road, Suite 100  
Reston, VA 20190  
sales@carahsoft.com

Re: Award of Contract # R240303

Dear Jennifer Kanach:

Per official action taken by the Board of Directors of Region 4 Education Service Center on December 17, 2024, we are pleased to announce that Carahsoft Technology Corporation has been awarded a (3) three-year contract for the following, based on the online proposal RFP# R240303 opened on June 13, 2024:

**Commodity/Service**

**Supplier**

Software Solutions and Services

Carahsoft Technology Corporation

This contract is effective January 1, 2025, and will expire on December 31, 2027. As indicated above, your contract number is R240303. This contract may be renewed annually for an additional two (2) years if mutually agreed upon by Region 4 ESC and Carahsoft Technology Corporation.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please contact our Procurement Department at 713-462-7708 or [questions@esc4.net](mailto:questions@esc4.net).

Sincerely,

Signed by:  
  
A5A9F62707BB46B...

Adam Tabor  
Procurement Director



To: Deborah Bushnell  
Contract Manager

From: Adam Tabor, MBA, RTSBA  
Director, Procurement

Date: December 18, 2024

Re: Approval of Contract Award

Per official action taken by the Board of Directors of Region 4 Education Service Center (ESC) on December 17, the following contracts were approved as presented:

➤ **Software Solutions and Services**

- Agile Mind, Inc.
- Ardham Technologies, Inc.
- Carahsoft Technology Corporation
- DLT Solutions LLC
- Edmentum, Inc.
- Frontline Technologies Group LLC dba Frontline Education
- Hypersign, LLC
- Interplay Learning, Inc.

Contracts are effective January 1, 2025. If you have any questions, please let me know.



To: Rodney Watson, Ph.D.  
Executive Director

From: Adam Tabor, MBA, RTSBA  
Director, Procurement

Date: December 17, 2024

Re: Software Solutions and Services; RFP # 24-03

The Evaluation Committee has reviewed the responses and recommend that the following companies be awarded:

- Agile Mind, Inc.
- Ardham Technologies, Inc.
- Carahsoft Technology Corporation
- DLT Solutions LLC
- Edmentum, Inc.
- Frontline Technologies Group LLC dba Frontline Education
- Hypersign, LLC
- Interplay Learning, Inc.

The recommended vendors submitted offers that were determined to be most advantageous to OMNIA Partners, Public Sector members, based upon the bid tabulation. All the recommended respondents were determined to be competitively priced and strong for the specified services outlined in the RFP.

We believe all recommended vendors demonstrate the ability to provide and perform the services requested in the proposal. We will monitor their performance and determine at the end of each year if they are eligible for renewal with each new term.

This multiple award is recommended as most advantageous as it limits contract awards to the least number of suppliers necessary to meet the requirements of OMNIA Partners, Public Sector members. In order to serve the entire nation, a multiple award is recommended to provide any governmental agency with complete coverage of commodities, services and any other offering within the scope of proposal.

Please let me know if you have any questions.

EXHIBIT  
VIAS  
08-07-25



**Board Agenda Request  
For Aug 7, 2025 Meeting**

Date 07/16/2025

Department CTE

Person Submitting Jackie Vester *QMV*

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

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of iCEV CTE curriculum site license for the 25/26 SY for CHS, MHS, and UHS from vendor CEV Multimedia, LLC - Lubbock, TX, in the amount of \$37,950.00 to be paid by General Funds.

**received**  
7-16-25 *mt*



**Quote:** Q-68830  
**Today's Date:** 7/15/2025  
**Start Date:** 9/1/2025  
**End Date:** 8/31/2026

CEV Multimedia, LLC  
 1020 SE Loop 289  
 Lubbock, TX 79404  
**Phone** 800/922-9965 \* 806/745-8820  
**Fax** 800/243-6398  
**E-Mail** customersupport@icevonline.com

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

**SHIP TO**  
 Putnam County School  
 System - TN  
 AP TN-00188  
 boss@pcsstn.com

Purchase Order No.	Customer ID	Salesperson ID	Territory ID	Payment Terms
Pending	PUTN0004	TN02	iCEV-CTE	Net 30

Qty	Item #	Description	Term	Ext. Price
1,000	TK-001000-0	TN - Turnkey Package   Site License   40 Teachers	12	\$37,950.00
		TN - Site License		
100		TN - Student Licenses	12	\$0.00
			<b>TOTAL:</b>	\$37,950.00

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

Quote valid for 90 days



**Board Agenda Request  
For Aug 7, 2025 Meeting**

Date 07/16/2025

Department CTE

Person Submitting Jackie Vester *JMV*

Account Number (if appropriate) 142-71300-730-805  
142-71300-429-805

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of one Zeus+ Certification Kit and one Education SK Pro 100 user site license for the 25/26 SY for CHS from vendor Snap-on Industrial - Crystal Lake, IL, in the amount of \$51,828.25 to be paid by Perkins Basic grant funds.

**received**  
7-16-25 *M*



# Quote

**Submit to** Snap-on Industrial  
 3011 IL RTE 176, Door 1  
 Crystal Lake, IL 60014  
 877-740-1900

**Quote Number** IMP-001501481  
**Quote Date** 7/14/2025  
**Quote Expiration Date** 9/12/2025  
**Customer Name** PUTNAM COUNTY  
 BOARD OF EDUCATION  
**Customer BP** 201436653  
**Contact Information:**  
**Name** Jackie Vester  
**E-mail** jvester@pcsstn.com  
**Phone Number** 931-526-9777  
**Sales Rep** SALYER, JUSTIN (DREW)  
**Mobile #** 865-393-2567  
**E-mail Address** Drew.Salyer@snapon.com

**Ship Via** 1 - UPS GROUND  
**Payment Terms** P30 - NET 30 DAYS  
**Ship to** 201436653  
 COOKVILLE HIGH SCHOOL  
 1 CAVALIER DRIVE  
 COOKEVILLE TN 38501  
**Bill to** 201436651  
 PUTNAM COUNTY BOARD OF  
 EDUCATION FINANCE DEPARTMENT  
 1400 EAST SPRING STREET  
 COOKEVILLE TN 38506

Line Number	Part Number	Description	Quantity	List Price	Unit Net Price	Line Total
1	ZEUSPLUSCERTKIT	ZEUS+ CERTIFICATION KIT	1	\$91,535.00	\$50,344.25	\$50,344.25
2	SKPDOSCHL	EDU SKPRO 100 USERS	1	\$1,303.00	\$1,231.00	\$1,231.00

**Total Weight** 185.48 lbs  
**Sub Total** \$51,575.25  
**Shipping** \$253.00  
**Tax** \$0.00

**Grand Total** \$51,828.25

Tax and freight shown are estimates.

Applicable tax and freight will be charged to the Customer's account.

The sale of product is subject to Snap-on Industrial's standard terms and conditions of sale. Placement of an order is Customer's assent to these terms and conditions and Snap-on hereby objects to any additional and/or different terms, which may be contained in any Customer forms or other documents. No such additional terms will be of any force or effect.

Custom tool kits, tool designs and prints that have been approved and ordered cannot be canceled or refunded.

The sale of product is subject to Customer meeting Snap-on Industrial's credit approvals. Financing through Snap-on Credit LLC is available on most purchases. Ask your Sales Rep for more information.

\*Please provide vendor and pricing information to customer service on this part number.



January 2024

To Whom It May Concern:

Thank you for your interest in the Snap-on Certification Program.

This is to inform you that the following Certifications Kits were designed and developed by Snap-on Industrial and are exclusively distributed by Snap-on:

### **SNAP-ON CERTIFICATION KITS**

- Multi-meter
- Scanner / Diagnostics
- Horticulture
- Building Performance Instruments
- Precision and Advanced Measurement
- Torque
- Rotor Matching
- Tools at height
- Battery, Starting and Charging Systems
- Electrical Termination
- Structural Sheet metal
- Wheel Service and Alignment
- Advanced Driver Assistance Systems
- Hand Tool Identification, Safety, and Usage
- AC Refrigerant Recharge and Remediation

Best Regards

Steven Grom  
Product Manager – Snap-on Industrial

## **Snap-on Certification Kit Details**

### Multi-meter Certification

504F, 525F, 575, 596F, and 650 Multi-meter Certification

### SCANNER CERTIFICATION

#### Apollo and Zeus

Lab Scope Operation & Data Management Certification

Navigation & Scanner Operation Certification

ShopKey Pro & SureTrack Certification

### BAHCO (HORTICULTURE) CERTIFICATION

Loppers and Secateurs Certification

### BUILDING PERFORMANCE INSTRUMENTS (HVAC)

Flue Gas Analysis

Fluid Integrity

Indoor Air Quality

Installation & Diagnostics

Leak Detection

RPM & Vibration Testing

### PRECISION MEASUREMENT INSTRUMENTS CERTIFICATION

Tape and Rule Measurement

Slide Caliper Measurement

Gauge Measurement

Angle Measurement

Micrometer Measurement

Dial Gauge Measurement

### WHEEL SERVICE AND ALIGNMENT CERTIFICATION

B2000P Wheel Balancing Certification

Rotor Matching Master Technician Certification

7800 Wheel Service

Pro X Wheel Alignment

Tire Pressure Monitoring System

### HEAVY DUTY DIESEL CERTIFICATION

Repair Connect - Diesel Ultra Integration

Snap-on Pro-Link Edge

## TOOLS @ HEIGHT CERTIFICATION

## TORQUE CERTIFICATION

- Torque Electrical Certification
- Torque Mechanical Certification

## PRO-CUT CERTIFICATION

- Pro-CUT Master Rotor Matching Certification

## BATTERY, STARTING, AND CHARGING CERTIFICATION

- 550 Battery, Starting, and Charging Certification
- 750 Battery, Starting, and Charging Certification

## AEROSPACE CERTIFICATIONS

- Precision Electrical Termination Certification
- Structural Sheet metal Certification

## ADVANCED DRIVER ASSISTANCE SYSTEMS (ADAS) CERTIFICATION

## HAND TOOL IDENTIFICATION, SAFETY, AND USAGE CERTIFICATION

- Screwdrivers
- Wrenches
- Cutters and Pliers
- Hammers, Punches, and Chisels
- Ratchets, Sockets, and Extensions

## AC REFRIGERENT RECHARGE AND REMEDIATION

- Polartek certification

EXHIBIT  
VIA7  
08-07-25  
tabbles



**Board Agenda Request  
For Aug 7, 2025 Meeting**

Date 07/16/2025

Department CTE

Person Submitting Jackie Vester *JV*

Account Number (if appropriate) 142-71300-499-851

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of 624 OSHA 10-Hour General Industry training courses/seats for CHS, MHS, UHS, and WPA from vendor CareerSafe - College Station, TX, in the amount of \$21,840.00 to be paid by Perkins Reserve Secondary Budget grant funds.

**received**  
7-16-25 *mi* *CK*

## Order Details

OSHA 10-Hour  
Training Library  
Quantity: 624 **\$21,840.00**

Subtotal **\$21,840.00**

Shipping **Free**

Tax **\$0.00**

**Total \$21,840.00**

[+ Add Promo Code](#)

[Submit Order](#)

## Organization Details

Putnam County School System

## Shipping Address

Putnam County School System  
Sarah Bos  
1400 E SPRING ST  
COOKEVILLE, TN 38506-4313  
(931) 526-9777

## Payment

 Credit Card


 **Purchase Order**

**Note:** Products in order are not accessible until PO is received and processed.

**PO Number** (required)



[Choose File](#)

 Save Order

Billing Address Same as Shipping

**Billing Email** (required)

Putnam County School System  
Sarah Bos  
1400 E SPRING ST  
COOKEVILLE, TN 38506-4313  
(931) 526-9777

[Continue](#)

[Support](#)[Sign In](#)

# OSHA 10-Hour Training Library

## The Power of Flexibility

CareerSafe OSHA 10-Hour training offers unique features for secondary students and educators and is designed to easily integrate with your existing CTE curriculum. With a variety of OSHA courses to choose from, the OSHA 10-Hour Training Library product introduces the flexibility of choice and makes it simpler than ever for you to get exactly the OSHA training your students need — without the hassle of product exchanges.

As always, students who successfully complete a CareerSafe OSHA 10-Hour course will earn either an OSHA 10-Hour Construction Card or an OSHA 10-Hour General Industry Card.

**35 Education (K-12) / 59 Retail**

[Add to Cart](#)[Request A Quote](#)

## Full Library

**CHOOSE OSHA 10 COURSE  
AT TIME OF ENROLLMENT**



**4.1+ Million**

**TRAINED AND COUNTING**



**4.8 Stars**

**BEST-IN-CLASS, U.S. BASED  
CUSTOMER CARE**



## Our OSHA 10-Hour Courses

Our OSHA 10-Hour courses are created to align with the [National Career Clusters® Framework](#). In addition to our OSHA 10-Hour Construction course, we offer a variety of career cluster focuses for our General Industry courses, which helps make training more engaging and applicable to each student's desired career pathway.

A seat in the OSHA 10-Hour Library allows you to **choose a specific OSHA 10-Hour course for your student at the time of enrollment rather than at purchase**. When you're ready to enroll a student in their OSHA 10-Hour Library seat, you'll be able to choose from any of the OSHA 10-Hour courses below.



Construction

[More Information](#)

Healthcare  
General Industry Career Focus Course



[More Information](#)



**Cosmetology**  
General Industry Career Focus Course

[More Information](#)



**Culinary**  
General Industry Career Focus Course

[More Information](#)

**Veterinary**



General Industry Career Focus Course

[More Information](#)



**Public Safety**  
General Industry Career Focus Course

[More Information](#)



General Industry (Spanish)



General Industry

[More Information](#)



**Agriculture**  
General Industry Career Focus Course

[More Information](#)



**Manufacturing**  
General Industry Career Focus Course

[More Information](#)



**Automotive**  
General Industry Career Focus Course

[More Information](#)



**Public Safety: EMS**  
General Industry Career Focus Course

[More Information](#)



**Law Enforcement, Corrections, Security**  
General Industry Career Focus Course

[More Information](#)



**Construction (Spanish)**

[More Information](#)

## Contact Us

📍 1005 University Dr E  
College Station, TX 77840

📞 (888) 614-7233  
Español: (866) 444-7779

✉️ [support@careersafeonline.com](mailto:support@careersafeonline.com)

❓ [Frequently Asked Questions](#)

## Quick Links


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[Refund Policy](#)

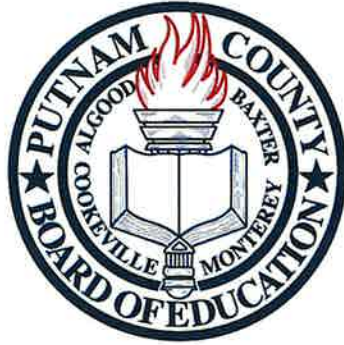
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[W-9 Tax Forms](#)

[Sole Source Letter](#)

[Careers](#) 





Board Agenda Request  
For 2024 Meeting

Date August 7, 2025

Department Federal Programs

Person Submitting Bridgett Carwile

Account Number (if appropriate) 142

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider Approval of:

- Purchase Solution Tree 2 days of Onsite Professional Development per quote: QS132945 in the amount of \$14,200.00 and to be paid from school allocation 142-72210-524-101. The total will be split by the following schools: \$3550.00 (NES), \$3550.00 (PSES), \$3550.00 (PSMS), and \$3550.00 (AMS).

**received**  
7-21-25 *MT*



555 North Morton Street  
 Bloomington IN 47404  
 United States

Phone: 800-733-6786  
 Fax: 812-336-7790

www.SolutionTree.com

# Quote

#QS132945

7/1/2025

**Bill To**  
 Putnam County SD  
 1400 E Spring St  
 Cookeville TN 38506  
 United States

**Ship To**  
 Northeast Elementary School  
 575 N Old Kentucky Road  
 Cookeville TN 38501  
 United States

**TOTAL**  
  
**\$14,200.00**  
 Prices subject to change without notice.

PO #	Terms	Customer ID	Shipping Method
	Net 30	108012	Not Applicable

Item	Rate	Quantity	Extension
<b>SPD508 Professional Development</b>	\$7,100.00	2	\$14,200.00

2 days of Onsite Professional Development

Subtotal	Sales Tax Total	Shipping Cost	Total
\$14,200.00	\$0.00	\$0.00	\$14,200.00



**Board Agenda Request  
For August 7, 2025 Meeting**

Date 7/24/25

Department CTE

Person Submitting Jackie Vester 

Account Number (if appropriate) 141 E 71300 429C 000 02518 110  
141 E 71300 471 000 02518 110  
141 E 72130 524 000 02518 110  
141 E 71300 730 000 02518 110  
141 E 76100 399 000 02518 110

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Approval of the purchase of one Career Discovery Lab and one College and Career Ready/STEM Lab for Upperman Middle School from vendor Paxton Patterson LLC - Alsip, IL, in the amounts of \$25,307.30 and \$160,618.42, respectively, to be paid by Innovative School Models grant funds. Paxton Patterson is a TIPS vendor; this purchase will be made under contract #250106.

**received**  
7-24-25 MT 

# The Interlocal Purchasing System

Purchasing Made Personal



Printed 23 July 2025

[www.paxtonpatterson.com](http://www.paxtonpatterson.com)

## Paxton Patterson LLC

EMAIL PO & VENDOR QUOTE TO: [TIPSPO@TIPS-USA.COM](mailto:TIPSPO@TIPS-USA.COM) PO AND QUOTE MUST REFERENCE VENDOR'S TIPS CONTRACT NUMBER ATTACH PO AS A PDF - ONLY ONE PO (WITH QUOTE) PER ATTACHMENT

	<u>PAYMENT TO</u>	<u>TIPS CONTACT</u>
ADDRESS	4141 West 126th Street	NAME Charlie Martin
CITY	Alsip	PHONE (866) 839-8477
STATE	IL	FAX (866) 839-8472
ZIP	60803	EMAIL <a href="mailto:tips@tips-usa.com">tips@tips-usa.com</a>

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

### **SERVING STATES**

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

### **Overview**

*Paxton/Patterson LLC is a distributor career and technical education supplies, equipment, and furniture. We have an extensive line of college and career ready modules systems that engage students with problem-based, real-world technology.*

## **AWARDED CONTRACTS "View EDGAR Doc" on Website**

<b>Contract</b>	<b>Comodity</b>	<b>Exp Date</b>	<b>EDGAR</b>
210902	Classroom and Teaching Aids Goods and Services	10/31/2025	See EDGAR Certification Doc.
250106	Technology Solutions Products and Services	05/31/2030	See EDGAR Certification Doc.

## **CONTACTS BY CONTRACTS**

### **210902**

Kevin Lohr	Tool Sales	(800) 323-8484	Kevin@paxpat.com
Stefen Maupin	Vice President of	(800) 323-8484	Stefen@paxpat.com
Brian Dundee	Customer Success	(708) 552-2350	brian@paxpat.com

### **250106**

Brian Dundee	Customer Success	(708) 552-2350	brian@paxpat.com
Kevin Lohr	Representative	(800) 323-8484	Kevin@paxpat.com
Ellis Ayers	Consultant	(708) 325-7127	Ellis@paxpat.com

Quote Date: 7/24/2025

Dear Upperman Middle School,

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

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

Best Regards,

**Christy Rogers**

7083257125

[christy@paxpat.com](mailto:christy@paxpat.com)

# PAXTON / PATTERSON

4141 W. 126<sup>th</sup> Street | Alsip, IL 60803 | 877-243-8763

Upperman Middle School  
6750 Nashville Hwy  
Baxter TN 38544

Quote ID: QUO-04163-T6V7C0

Quote Date: 7/18/2025

Total: \$26,090.00 – \$782.70 3% TIPS Discount

Tax: \$0.00

**Total Amount: \$25,307.30**

**TIPS VENDOR # 250106**

*Quote Valid for 90 Days*

**PLEASE Email Purchase Orders to [sales@paxpat.com](mailto:sales@paxpat.com) and copy [christy@paxpat.com](mailto:christy@paxpat.com)**

Product	Stock Number	Price Per Unit	Quantity	Total
Manufacturing Production	800610	\$2,995.00	1	\$2,995.00
Nutrition & Wellness	800611	\$2,195.00	1	\$2,195.00
Paxton Online Resources	800400	\$750.00	1	\$750.00
Engineering	800605	\$1,495.00	1	\$1,495.00
Computer Science	800602	\$1,595.00	1	\$1,595.00
Environment & Ecology, CDL	800606	\$2,495.00	1	\$2,495.00
Forensic Science	800608	\$1,995.00	1	\$1,995.00
Health Science	800609	\$2,995.00	1	\$2,995.00
Design/Pre-Construction	800603	\$1,795.00	1	\$1,795.00
Flight Principles	800607	\$1,495.00	1	\$1,495.00
Electricity	800604	\$1,595.00	1	\$1,595.00
Alternative Energy, CDL	800601	\$2,995.00	1	\$2,995.00
Class Pack	800600	\$1,695.00	1	\$1,695.00

**Payment Policy:** To keep costs low for our customers, all quotes are based on payment by check or ACH. Customers preferring payment via credit card will be charged a 2% processing fee.

## WARRANTY

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

### Key aspects of the warranty are:

- Your warranty period starts when your lab is installed and ends one year later.
- Equipment which does not perform properly will be repaired or replaced with a new or remanufactured product. The replacement or repaired equipment remains under warranty for the balance of the original warranty period.
- If there are any integrated instructional unit guidebook pages which we modify due to an inaccuracy preventing student learning, those pages will immediately be reprinted and mailed to you.
- Please contact our learning systems technical support staff at 800.631.0158 for equipment matters.

### Technical Support:

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

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

## PAXTON/PATTERSON (PP) LEARNING SYSTEMS CONTENT DELIVERY

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

During the 60 months PP will:

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

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

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

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

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Quote Date: 7/18/2025

Dear Upperman Middle School,

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

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

Best Regards,

**Christy Rogers**

7083257125

[christy@paxpat.com](mailto:christy@paxpat.com)

# PAXTON / PATTERSON

4141 W. 126<sup>th</sup> Street | Alsip, IL 60803 | 877-243-8763

Upperman Middle School  
6750 Nashville Hwy  
Baxter TN 38544

Quote ID: QUO-04162-G9K5B2

Quote Date: 7/24/2025

Total: \$165,586.00 -\$4967.58 - 3% TIPS Discount

Tax: \$0.00

**Total Amount: \$160,618.42**

**TIPS# 250106**

*Quote Valid for 90 Days*

**PLEASE Email Purchase Orders to [sales@paxpat.com](mailto:sales@paxpat.com) and copy [christy@paxpat.com](mailto:christy@paxpat.com)**

Product	Stock Number	Price Per Unit	Quantity	Total
College and Career Exploration Lab				
Design & Marketing	725501	\$3,295.00	1	\$3,295.00
Criminalistics	725548	\$4,295.00	1	\$4,295.00
Introduction to Child Development	725506	\$2,795.00	1	\$2,795.00
Sports Medicine	860028	\$4,795.00	1	\$4,795.00
Engine/Stand/Mat Combination	720052	\$710.00	1	\$710.00
Veterinary Medicine	860032	\$4,695.00	1	\$4,695.00
Emergency Medical Technician	860008	\$4,295.00	1	\$4,295.00
Nursing	860020	\$4,495.00	1	\$4,495.00
Cosmetology & Barbering	725551	\$3,595.00	1	\$3,595.00
Energy & Power	723554	\$4,495.00	1	\$4,495.00
Home Maintenance Systems	725524	\$4,295.00	1	\$4,295.00
Welding Basics	725552	\$6,895.00	1	\$6,895.00
Introduction to Culinary Arts	725500	\$4,595.00	1	\$4,595.00
Intro to Engineering & Design	725528	\$3,395.00	1	\$3,395.00

# PAXTON / PATTERSON

4141 W. 126<sup>th</sup> Street | Alsip, IL 60803 | 877-243-8763

Video Production (iPad Required)	723576	\$4,495.00	1	\$4,495.00
<b>STEM LAB MODULES</b>				
Alternative Energy, CCR	725070	\$4,395.00	1	\$4,395.00
Biomedical Engineering	860006	\$5,295.00	1	\$5,295.00
Comp Graphics & Game Development (PC Required)	723548	\$3,295.00	1	\$3,295.00
Digital Audio Production (iPad Required)	725538	\$2,595.00	1	\$2,595.00
Digital Manufacturing (PC Required)	723595	\$5,595.00	1	\$5,595.00
Environment & Ecology, CCR	723556	\$2,895.00	1	\$2,895.00
Flight & Drone Technology	723558	\$4,595.00	1	\$4,595.00
Home Maintenance Fundamentals	725504	\$3,495.00	1	\$3,495.00
Structural Engineering (PC Required)	723574	\$7,895.00	1	\$7,895.00
Mechanisms	723566	\$6,595.00	1	\$6,595.00
Materials Processing & Design	723564	\$3,795.00	1	\$3,795.00
Robotics, CCR (iPad Required)	723572	\$3,995.00	1	\$3,995.00
Robotics, VEX Go Education Kit w/Storage	721172	\$350.00	3	\$1,050.00
Setup & Assembly Furniture/Lab (20 or more)	643431	\$6,000.00	1	\$6,000.00
Professional Development, Hands-On / Minds-On	643449	\$3,000.00	2	\$6,000.00
College and Career Ready Expendables Certificate	XXXX	\$2,000.00	1	\$2,000.00
Furniture Package CCR Room 14 Stations 6-STEM Cabinets	TECD-F	\$31,156.00	1	\$31,156.00
Level Up Package, 5-Year Subscription - TE	720610TE	\$3,800.00	1	\$3,800.00

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DATE: \_\_\_\_\_ 7-A

Department: FINANCE

**EXHIBIT**  
VIC2  
08-07-25

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
<b>Revenue</b>						
1	141 R 46590 000 000 02531 000	OTHER STATE EDUCATION FUNDS	-	2,077,474.00	-	2,077,474.00
<b>Total Amendment Revenue</b>			-			2,077,474.00
<b>Expenditures</b>						
2	141 E 71100 188 000 02531 000	BONUS PAYMENTS	-	-	1,234,980.00	1,234,980.00
3	141 E 71100 201 000 02531 000	SOCIAL SECURITY	-	-	75,643.00	75,643.00
4	141 E 71100 204 000 02531 000	STATE RETIREMENT	-	-	84,897.00	84,897.00
5	141 E 71100 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	17,720.00	17,720.00
6	141 E 71100 217 000 02531 000	RET HYBRID STABILIZATION	-	-	6,258.00	6,258.00
7	141 E 71150 188 000 02531 000	BONUS PAYMENTS	-	-	24,000.00	24,000.00
8	141 E 71150 201 000 02531 000	SOCIAL SECURITY	-	-	1,360.00	1,360.00
9	141 E 71150 204 000 02531 000	STATE RETIREMENT	-	-	1,403.00	1,403.00
10	141 E 71150 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	347.00	347.00
11	141 E 71150 217 000 02531 000	RET HYBRID STABILIZATION	-	-	61.00	61.00
12	141 E 71200 188 000 02531 000	BONUS PAYMENTS	-	-	234,000.00	234,000.00
13	141 E 71200 201 000 02531 000	SOCIAL SECURITY	-	-	14,197.00	14,197.00
14	141 E 71200 204 000 02531 000	STATE RETIREMENT	-	-	16,539.00	16,539.00
15	141 E 71200 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	3,350.00	3,350.00
16	141 E 71200 217 000 02531 000	RET HYBRID STABILIZATION	-	-	1,382.00	1,382.00
17	141 E 71300 188 000 02531 000	BONUS PAYMENTS	-	-	87,020.00	87,020.00
18	141 E 71300 201 000 02531 000	SOCIAL SECURITY	-	-	5,294.00	5,294.00
19	141 E 71300 204 000 02531 000	STATE RETIREMENT	-	-	6,124.00	6,124.00
20	141 E 71300 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	1,238.00	1,238.00
21	141 E 71300 217 000 02531 000	RET HYBRID STABILIZATION	-	-	502.00	502.00
22	141 E 71600 188 000 02531 000	BONUS PAYMENTS	-	-	2,000.00	2,000.00
23	141 E 71600 201 000 02531 000	SOCIAL SECURITY	-	-	122.00	122.00
24	141 E 71600 204 000 02531 000	STATE RETIREMENT	-	-	116.00	116.00
25	141 E 71600 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	29.00	29.00
26	141 E 72130 188 000 02531 000	BONUS PAYMENTS	-	-	76,000.00	76,000.00
27	141 E 72130 201 000 02531 000	SOCIAL SECURITY	-	-	4,673.00	4,673.00
28	141 E 72130 204 000 02531 000	STATE RETIREMENT	-	-	5,154.00	5,154.00
29	141 E 72130 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	1,093.00	1,093.00
30	141 E 72130 217 000 02531 000	RET HYBRID STABILIZATION	-	-	350.00	350.00
31	141 E 72210 188 000 02531 000	BONUS PAYMENTS	-	-	76,000.00	76,000.00
32	141 E 72210 201 000 02531 000	SOCIAL SECURITY	-	-	4,705.00	4,705.00
33	141 E 72210 204 000 02531 000	STATE RETIREMENT	-	-	4,741.00	4,741.00
34	141 E 72210 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	1,101.00	1,101.00
35	141 E 72210 217 000 02531 000	RET HYBRID STABILIZATION	-	-	162.00	162.00
36	141 E 72220 188 000 02531 000	BONUS PAYMENTS	-	-	32,000.00	32,000.00
37	141 E 72220 201 000 02531 000	SOCIAL SECURITY	-	-	1,972.00	1,972.00
38	141 E 72220 204 000 02531 000	STATE RETIREMENT	-	-	2,100.00	2,100.00
39	141 E 72220 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	461.00	461.00
40	141 E 72220 217 000 02531 000	RET HYBRID STABILIZATION	-	-	116.00	116.00
41	141 E 72410 188 000 02531 000	BONUS PAYMENTS	-	-	10,000.00	10,000.00
42	141 E 72410 201 000 02531 000	SOCIAL SECURITY	-	-	618.00	618.00
43	141 E 72410 204 000 02531 000	STATE RETIREMENT	-	-	666.00	666.00
44	141 E 72410 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	145.00	145.00
45	141 E 72410 217 000 02531 000	RET HYBRID STABILIZATION	-	-	41.00	41.00
46	141 E 73300 188 000 02531 000	BONUS PAYMENTS	-	-	2,000.00	2,000.00
47	141 E 73300 201 000 02531 000	SOCIAL SECURITY	-	-	124.00	124.00
48	141 E 73300 204 000 02531 000	STATE RETIREMENT	-	-	116.00	116.00
49	141 E 73300 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	29.00	29.00
50	141 E 73400 188 000 02531 000	BONUS PAYMENTS	-	-	30,000.00	30,000.00
51	141 E 73400 201 000 02531 000	SOCIAL SECURITY	-	-	1,844.00	1,844.00
52	141 E 73400 204 000 02531 000	STATE RETIREMENT	-	-	2,087.00	2,087.00
53	141 E 73400 212 000 02531 000	EMPLOYER MEDICARE LIABILITY	-	-	432.00	432.00
54	141 E 73400 217 000 02531 000	RET HYBRID STABILIZATION	-	-	162.00	162.00
<b>Total Amendment Expenditures</b>			-			2,077,474.00
<b>Total Amendment Revenue less Expenditures</b>			-			-

Explanation: To budget for State of Tennessee teacher bonus

Requested by: \_\_\_\_\_ Supervisor *Mark McRay* Recommended for Approval: \_\_\_\_\_ Official / Department Head

Reviewed by: \_\_\_\_\_ Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval \_\_\_\_\_ No Recommendation \_\_\_\_\_ Date: \_\_\_\_\_

Action by County Commission: Approval \_\_\_\_\_ Non-Approval \_\_\_\_\_ Date: \_\_\_\_\_

VIC3  
08-07-25

DATE: July 8, 2025

Department: Career & Technical Education - GP

Requested Approval Amount

Current Approved Amount

Account Description

Item # Account #

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
	<b>Revenue</b>					
1	141 Q 39000 000 000000 000	Donation Revenue		\$5,000.00	\$0.00	\$5,000.00
		<b>Total Revenue</b>		\$5,000.00	\$0.00	\$5,000.00
	<b>Expenditures</b>					
1	141 E 72130 599 000 01405 000	Other Charges - PEP CTISO Donation		Decrease	Increase	
				\$5,000.00	\$5,000.00	\$5,000.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
		<b>Total Expenditures</b>		\$0.00	\$5,000.00	\$5,000.00
		<b>Total Revenue less Total Expenditures</b>		5,000.00	5,000.00	\$0.00

Explanation: To allocate PEP donation to expenditure accounts for the 2025/26 school year.

Requested by: [Signature] 7/8/25  
Supervisor

Reviewed by: [Signature]  
Chief Financial Officer

Recommended for Approval:

[Signature]  
Official/Department Head

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Date:

Action by County Commission: Approval

Non-Approval

Date:

VIC4  
08-07-25

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Future Ready DATE: 7-Aug-25

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141 Q 39000 000 0000 0000	UNASSIGNED FUND BALANCE	-	11,498.45		11,498.45
		<b>Total Revenue</b>	-	<b>11,498.45</b>		<b>11,498.45</b>
		<b>Expenditures</b>				
2	141 E 72210 499 000 01700 000	OTHER SUPPLIES AND MATERIALS	-		Increase 11,498.45	11,498.45
		<b>Total Expenditures</b>	-			<b>11,498.45</b>
		<b>Total Revenue less Total Expenditures</b>	-	<b>11,498.45</b>	<b>11,498.45</b>	<b>11,498.45</b>

Explanation: Budget for carry over amount received from Vol State Foundation

Requested by: Janet Brooks Supervisor Recommended for Approval: \_\_\_\_\_

Reviewed by: Don McKeown Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval No Recommendation

Action by County Commission: Approval Non-Approval

[Signature]  
Official / Department Head

Date: \_\_\_\_\_

Date: \_\_\_\_\_



DATE: 23-Jul

Department: Adult Education

Item # Account # Account Description Current Approved Amount Requested Approval Amount

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount	Increase	Decrease
1	141 R 46590 000 000 01005 000	OTHER STATE EDUCATION FUNDS	-	18,000.00	18,000.00	
		<b>Total Revenue</b>	-	<b>18,000.00</b>		
		<b>Expenditures</b>				
3	141 E 71600 189 000 01005 000	OTHER SALARIES AND WAGES	-		Increase 7,005.00	7,005.00
4	141 E 71600 201 000 01005 000	SOCIAL SECURITY			435.00	435.00
5	141 E 71600 204 000 01005 000	Retirement			1,479.28	1,479.28
6	141 E 71600 206 000 01005 000	Medical Insurance			7.00	7.00
7	141 E 71600 207 000 01005 000	MEDICARE			1,063.28	1,063.28
8	141 E 71600 208 000 01005 000	TRAVEL			20.00	20.00
9	141 E 71600 212 000 01005 000	Other contracted services			102.00	102.00
10	141 E 71600 355 000 01005 000	INSTRUCTIONAL SUPPLIES				
11	141 E 71600 399 000 01005 000	TRAVEL				
12	141 E 71600 429 000 01005 000	TRAVEL			7,538.44	7,538.44
13	141 E 72260 355 000 01005 000	TRAVEL			350.00	350.00
		<b>Total Expenditures</b>	-	<b>18,000.00</b>		
		<b>Total Revenue less Total Expenditures</b>	-	<b>18,000.00</b>		

Explanation: To budget for revenue received for Adult Education general services

Requested by: Lynda Funderburk Supervisor Recommended for Approval: \_\_\_\_\_ Date: \_\_\_\_\_  
 Reviewed by: Alvin McLaughlin Chief Financial Officer  
 Action by Fiscal Review Committee: Recommended for Approval No Recommendation Non-Approval  
 Action by County Commission: Approval Non-Approval

**EXHIBIT**  
VIC6  
08-07-25

DATE: 22-Jul-25

Department: Adult Education

Item # Account # Account Description Current Approved Amount Requested Approval Amount

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
		<b>Revenue</b>		
1	141 R 46590 000 000 01002 000	OTHER STATE EDUCATION FUNDS	-	-
2	141 R 47120 000 000 01002 000	ADULT BASIC EDUCATION	197,000.00	197,000.00
		<b>Total Revenue</b>	197,000.00	197,000.00
		<b>Expenditures</b>		
3	141 E 71600 116 000 01002 Regal	Teachers		Increase 61,281.00
4	141 E 71600 189 000 01002 Regal	Other Salaries		37,371.00
5	141 E 71600 201 000 01002 Regal	FICA		6,116.00
6	141 E 71600 204 000 01002 Regal	Retirement		7,889.00
7	141 E 71600 206 000 01002 Regal			42.00
8	141 E 71600 207 000 01002 Regal	Medical Insurance		13,553.00
9	141 E 71600 208 000 01002 Regal			129.00
10	141 E 71600 212 000 01002 Regal	Medicare		1,430.00
11	141 E 71600 217 000 01002 Regal			266.00
12	141 E 71600 355 000 01002 Regal	Travel		2,700.00
13	141 E 71600 399 000 01002 Regal	Other		11,649.00
14	141 E 71600 429 000 01002 Regal	Supplies & Materials		2,700.00
15	141 E 71600 790 000 01002 Regal	Equipment		11,649.00
16	141 E 72260 105 000 01002 Regal	Supervisor		20,001.00
17	141 E 72260 117 000 01002 Regal			1,000.00
18	141 E 72260 162 000 01002 Regal	Clerical		9,348.00
19	141 E 72260 201 000 01002 Regal	FICA		1,820.00
20	141 E 72260 204 000 01002 Regal	Retirement		2,935.00
21	141 E 72260 206 000 01002 Regal			14.00
22	141 E 72260 207 000 01002 Regal	Medical Insurance		4,373.00
23	141 E 72260 208 000 01002 Regal			43.00
24	141 E 72260 212 000 01002 Regal	Medicare		426.00
25	141 E 72260 355 000 01002 Regal	Travel		2,614.00
26	141 E 72260 399 000 01002 Regal	Other contracted services		12,000.00
27	141 E 72260 429 000 01002 Regal	Supplies and Materials		-
28	141 E 72260 790 000 01002 Regal	Equipment		-
		<b>Total Expenditures</b>	197,000.00	197,000.00
		<b>Total Revenue less Total Expenditures</b>	-	-

Explanation: To budget for revenue received for Adult Education

Requested by: Lynda Huddleston  
Supervisor  
Reviewed by: *Alan McHughes*  
Chief Financial Officer

Recommended for Approval:

*[Signature]*  
Official / Department Head

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Date:

Action by County Commission: Approval

Non-Approval

Date:

Department: FINANCE

DATE: \_\_\_\_\_

**EXHIBIT**  


Account # \_\_\_\_\_ Account Description \_\_\_\_\_ Current Approved Amount \_\_\_\_\_ Approval Amount \_\_\_\_\_

Item #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Approval Amount
		<b><u>Expenditures &amp; Equity</u></b>				
1	141 E 76100 711 000 02530 000	FURNITURE AND FIXTURES	-		348,792.76	348,792.76
2	141 Q 39000 000 00000 000	UNDESIGNATED FUND BALANCE	16,397,823.00	348,792.76		16,049,030.24
		<b>Total Amendment Expenditures/Equity</b>	<b>16,397,823.00</b>			<b>16,397,823.00</b>

Explanation: To budget for furniture purchases for the PreK Early Learning Academy

Requested by: \_\_\_\_\_ Recommended for Approval: \_\_\_\_\_  
 Supervisor

Reviewed by: *Alan McLaughlin*  
 Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

Action by County Commission: Approval

Date: \_\_\_\_\_ Date: \_\_\_\_\_  
 Date: \_\_\_\_\_



VLF  
68-07-25

PUTNAM COUNTY BOARD OF EDUCATION  
DISCRETIONARY GRANT REPORT  
AUGUST 2025

Board Action	Grant Title	GRANT AMOUNT REQUESTING	LEA Match	Total Grant Amount	New, Ongoing, Renewal	Location	Approval to Apply	Approval to Accept	Comments
PERMISSION TO APPLY	GRANTS 4 NATIVE PLANTS 2025-2026	\$ 500.00			NEW	BAXTER PRIMARY SCHOOL	08.07.2025		MARSHA WYATT APPLYING
PERMISSION TO APPLY	SWALLOWS SCHOLARS GRANT 2025-2026	\$ 500.00			NEW	MONTEREY HIGH SCHOOL	08.07.2025		BREONNA WHEELER APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,200.00			NEW	MONTEREY HIGH SCHOOL	08.07.2025		BREONNA WHEELER APPLYING
PERMISSION TO APPLY	SWALLOWS SCHOLARS GRANT 2025-2026	\$ 500.00			NEW	BAXTER PRIMARY SCHOOL	08.07.2025		MARSHA WYATT APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 1,900.00			NEW	PARK VIEW ELEMENTARY SCHOOL	08.07.2025		AMY LADAGONA APPLYING
PERMISSION TO APPLY	SWALLOWS SCHOLARS GRANT 2025-2026	\$ 500.00			NEW	SYCAMORE ELEMENTARY SCHOOL	08.07.2025		REBEKAH FITZPATRICK APPLYING
PERMISSION TO APPLY	2025 NAT'L FFA CONVENTION STUDENT ENGAGEMENT & TRAVEL ASSISTANCE GRANT	\$ 1,000.00			NEW	UPPERMAN HIGH SCHOOL	08.07.2025		WHITNEY SLATTON APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 3,100.00			NEW	UPPERMAN HIGH SCHOOL	08.07.2025		JUSTIN CAMPBELL APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,100.00			NEW	ALGOOD ELEMENTARY SCHOOL	08.07.2025		PRINCIPAL - PATIENCE CANNON
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,800.00			NEW	ALGOOD MIDDLE SCHOOL	08.07.2025		RUSSELL DARLEY APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,800.00			NEW	AVERY TRACE MIDDLE SCHOOL	08.07.2025		PRINCIPAL - LESLEY HERRON
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 1,600.00			NEW	BAXTER PRIMARY SCHOOL	08.07.2025		MARSHA WYATT APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,200.00			NEW	BURKS ELEMENTARY SCHOOL	08.07.2025		PRINCIPAL - HEATHER TINCH
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,000.00			NEW	CANE CREEK ELEMENTARY SCHOOL	08.07.2025		KATHY KOUGHAN APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,200.00			NEW	CAPSHAW ELEMENTARY SCHOOL	08.07.2025		RENEE CANTRELL APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 7,400.00			NEW	COOKEVILLE HIGH SCHOOL	08.07.2025		PRINCIPAL - KAREN TRENTHAM
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 1,700.00			NEW	CORNERSTONE ELEMENTARY SCHOOL	08.07.2025		PRINCIPAL - TAMMY HOOVER
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 1,600.00			NEW	JERE WHITSON ELEMENTARY SCHOOL	08.07.2025		PRINCIPAL - TINA FRANCIS
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,000.00			NEW	NORTHEAST ELEMENTARY SCHOOL	08.07.2025		MELISSA PALK APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 2,300.00			NEW	PRESCOTT SOUTH ELEMENTARY SCHOOL	08.07.2025		CATHERINE JONES APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$ 3,100.00			NEW	PRESCOTT SOUTH MIDDLE SCHOOL	08.07.2025		PRINCIPAL - TERA BROOKS

received  
6-4-25  
mf

PUTNAM COUNTY BOARD OF EDUCATION  
DISCRETIONARY GRANT REPORT  
AUGUST 2025

PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$	1,600.00			NEW	SYCAMORE ELEMENTARY SCHOOL	08.07.2025	DEBORAH ROBBINS APPLYING
PERMISSION TO APPLY	UTRUST APPRECIATION & CULTURE GRANT 2025-2026	\$	3,200.00			NEW	UPPERMAN MIDDLE SCHOOL	08.07.2025	PRINCIPAL - AMBER CAMPBELL
PERMISSION TO APPLY	SWALLOWS SCHOLARS GRANT 2025-2026	\$	500.00			NEW	CORNERSTONE ELEMENTARY SCHOOL	08.07.2025	TRACY SWACK APPLYING
PERMISSION TO APPLY	T MOBILE ( FRIDAY NIGHT 5G LIGHTS) GRANT	\$	100,000.00			NEW	UPPERMAN HIGH SCHOOL	08.07.2025	JUSTIN CAMPBELL APPLYING
PERMISSION TO ACCEPT	MCKINNEY-VENTO SUBGRANT ( HOMELESS)	\$		\$ 164,888.44		NEW	SYSTEMWIDE	08.07.2025	BRIDGETT CARWILE PROVIDING INFORMATION
TOTALS	JULY	\$		\$					
	AUGUST	\$	149,300.00	\$	164,888.44				
	SEPTEMBER								
	OCTOBER								
	NOVEMBER								
	DECEMBER								
	JANUARY								
	FEBRUARY								
	MARCH								
	APRIL								
	MAY								
	JUNE								
	TOTAL	\$	149,300.00	\$	164,888.44				

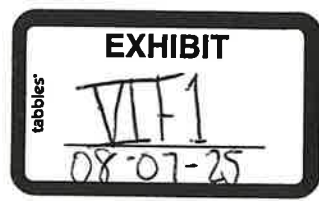
GRANT REPORT PREPARED BY SHARON BYERS



# Putnam County School System

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

Corby King  
Director of Schools



**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Chris Pierce

Date: 6/30/2025

RE: Renewal of Subscription for Level Data, LLC.

Account Funding Code (if appropriate): 141-72110-399

Backup included

Backup to follow

Agenda Item for August 7, 2025, Board meeting.

Please consider the request for the renewal of the use of Level Data, LLC for the 25/26 school year in the amount of \$16,972.50 to be paid from 141-72110-399. Level Data is a complement to PowerSchool and helps ensure accurate initial enrollment data entry and submission with TDOE to decrease data errors, which may delay funding.

  
\_\_\_\_\_  
Supervisor

6/30/25  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**received**  
6-30-25 MT



# Putnam County School System - Renewal - 07\_01\_2025 - 6\_30\_26 - Putnam County School System

Putnam County School System  
1400 East Spring St, Cookeville, TN, USA, 38506

Quote Created: 05-28-2025  
Quote Expires: 06-30-2025

Mark McCreynolds  
Chief Financial Officer  
mmcreynolds@pcsstn.com  
(931) 526-9777

Quote created by:  
Kaitlyn Harrelson  
Customer Success Manager  
kaitlyn.harrelson@leveldata.com

Name	SKU	Billing Frequency	Start Date	End Date	Qty	List Price	Net Price
RealTime Validation	PCC009	Annual	07-01-2025	06-30-2026	1	\$16,972.5	\$16,972.5
Total List Price							\$16,972.5
Total Net Price							\$16,972.5

### Purchase terms

To process this order, please submit a signed quote and a corresponding Purchase Order (if needed) to your Account Executive. If submitting a Purchase Order, please reference Q-10510.

Once a signed quote or Purchase Order is received, Level Data will immediately invoice for payment.

Applicable sales tax will be added at the time of invoicing when necessary.

Approval of this quotation of services constitutes agreement with our [Terms of Service](#) and [Privacy Policy](#).

1411 72110 399

Buyer company name

Name

Title

Signature

Date



## Putnam County School System

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

Corby R. King  
*Director of Schools*

ENGAGE INSP<sup>IRE</sup> ACHIEVE

June 26, 2025

To Whom it May Concern:

The Putnam County School System intends to renew the Level Data renewal per the Quote created on May 28, 2025, by Kaitlyn Harrelson. This is pending school board approval which will be voted on August 7, 2025.

Sincerely,

A handwritten signature in black ink, appearing to read "Corby R. King".

Corby R. King  
Director of Schools

EXHIBIT  
VI F 2  
08-07-25



PCSS Board Agenda Request

Date June 30, 2025

Department Teaching and Learning

Person Submitting Dr. Winningham

*[Handwritten signature]*  
*6/30/25*

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

In partnership with the Tennessee Higher Education Commission (THEC), to allow Monterey High School to be provided a dedicated college and career advisor helping MHS students navigate the process of applying to college, securing financial aid, and exploring career pathways.

**received**  
6-30-25  
*MT* *CR*

**ADVISE TN MEMORANDUM OF UNDERSTANDING AND DATA SHARING AGREEMENT  
BETWEEN TENNESSEE HIGHER EDUCATION COMMISSION  
AND MONTEREY HIGH SCHOOL**

**I. Parties.** This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the Tennessee Higher Education Commission, hereinafter referred to as “THEC,” and Monterey High School.

**II. Purpose.** THEC’s Advise TN program will place college advisors in partner high schools that have articulated a strong commitment to building a college-going culture and currently have a college-going rate below the state average. The Advise TN initiative seeks to foster strong and mutually rewarding partnerships with participating high schools.

Partner high schools are selected through a competitive selection process. College advisor services will be rooted in research and best practices sourced from Tennessee and around the nation. As part of a statewide network of college access professionals, Advise TN college advisors will collaborate with school counselors, community partners, local nonprofits, and the State of Tennessee to build capacity around college access.

**III. Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect until June 30, 2030.

**IV. Responsibilities of Both Parties.** Both Parties shall work collaboratively to:

- a. Develop and implement programs and services that foster access to postsecondary education and are inclusive of all students who wish to participate and who work in good faith to do so;
- b. Outline current school-based efforts to foster access to postsecondary education;
- c. Review Advise TN programs and services to ensure that they complement and do not duplicate these existing efforts; and,
- d. Establish clear and mutually agreeable timelines for the implementation of Advise TN programs and services.

**V. Responsibilities of Monterey High School.** Monterey High School shall:

- a. Welcome the advisor and actively work to facilitate the partnership between Advise TN and other college access advising services already present at the school;
- b. Supply reasonable access to student-level data (name, date of birth, year of graduation, class schedule, transcript, test scores, etc.) for the purposes of advising, grant reporting, and program evaluation, with the understanding that such data will be kept confidential

by THEC and Advise TN program staff, in accordance with applicable local, state, and federal law, except as may be required by law or regulation or under subpoena;

- c. Provide reasonable access to students for the purposes of advising, Free Application Federal Student Aid (FAFSA) completion, and participation in other required program services;
- d. Designate a school administrator/staff member to serve as the school liaison who will:
  - (1) Serve as the advisor's integration into the life of the school and provide appropriate advice and counsel regarding school operations;
  - (2) Work closely with Advise TN staff to ensure that the relationship between the advisor's performance and the school remains strong and that the advisor is effectively serving students and advancing the goals of Advise TN;
  - (3) Participate in the advisor's performance evaluations;
  - (4) Work with the Advise TN program staff to establish a mutually agreeable work schedule for the advisor;
  - (5) Engage in frequent dialogue with Advise TN program staff around strategic collaboration and to assess progress towards goals;
  - (6) Collaborate with THEC and Advise TN staff to re-evaluate the advisor's work plan and make adjustments as needed, but at least on an annual basis; and,
  - (7) Serve as the main liaison between the principal of the school and to the Advise TN staff.
- e. Set up and communicate clearly, both to the advisor and to the Advise TN staff, any policies and procedures with which the advisor is expected to comply;
- f. Communicate to the advisor and the Advise TN program staff any issues regarding performance and progress towards goals;
- g. Participate in Advise TN partnership trainings;
- h. Provide access to student transcripts and schedules, either electronically or in hard copy, for the purposes of effectively advising students;
- i. Provide dedicated and appropriate working/meeting space for the advisor, including ready access to phone and voicemail, copier, and printer;

- j. Provide the advisor with a comprehensive orientation to the school, with introductions to key administrators, teachers, and staff, as well as an overview of the mission and culture of the school;
- k. Maintain the existing staff level of the guidance/counseling department and not make any staffing modifications suggesting the replacement of a counselor or counseling position with the Advise TN advisor. Failure to maintain the existing staffing level and/or creating modifications suggesting the replacement of a staff member will result in immediate termination of this agreement; and,
- l. Participate in THEC's College Application Week, TN FAFSA Frenzy campaign, College Planning Night, College Signing Day, and other initiatives sponsored by THEC.

**VI. Responsibilities of THEC. THEC shall:**

- a. Identify, recruit, and train a full-time college access advisor to serve the school, at no cost to the school, for an average of 37.5 hours per week during the term which will include any training and professional development provided by THEC or other Advise TN related travel;
- b. Provide necessary and ongoing training, support, and professional development that will allow the advisor to fulfill their responsibilities to the school and its students;
- c. Supervise program staff who will:
  - (1) Work closely with the designated school liaison assigned by the school to ensure that the relationship between the advisor and the school remains strong and that the advisor is effectively serving students and advancing the primary objectives of Advise TN;
  - (2) Assist the advisor and designated school liaison in creating work expectations and goals;
  - (3) Engage in frequent dialogue with the advisor and designated school liaison to assess progress towards program goals and expectations;
  - (4) Visit the school at least once during each quarter; and,
  - (5) Communicate with the school when concerns regarding program objectives and performance arise.
- d. Share relevant information with the school, as the school may request;

- e. Keep any and all student-level data provided by the school strictly confidential, in accordance with applicable local, state, and federal law except as may be required by law and regulation or under subpoena;
- f. Require the participation of the advisor in Advise TN activities (for example, for ongoing training) that may require the advisor to leave the school for no more than fifteen (15) days that the school is in session;
- g. Provide professional development training related to Advise TN goals and metrics to all school designated liaisons; and,
- h. Work to fill the position in the event that an advisor leaves their position.

**VII. Program Evaluation.** The program will be evaluated on an ongoing basis. Data will be collected and managed through THEC. It is required that the school/district provide necessary data. Data will be used for program evaluation purposes only and treated as confidential, except as may be required by law. All results of data analysis will be reported in aggregate and no individual student will be identified. Results will be shared with the school at regular intervals.

**VIII. Data.**

**a. Data Management Process.** THEC staff shall:

- (1) Provide guidance and oversight to each school regarding data collection and submission efforts;
- (2) Monitor data entry to ensure complete, accurate, and non-duplicative submission for evaluation efforts;
- (3) Store data online through a data management system procured by THEC to evaluate project outcomes along stated metrics; and,
- (4) Provide a secure, web-based data warehouse that allows Advise TN and school staff to input, monitor, and analyze student progress along the following metrics:
  - i. College application completion;
  - ii. College acceptance;
  - iii. College enrollment;
  - iv. Scholarship application completion;
  - v. FAFSA completion;
  - vi. Tennessee Promise Scholarship application completion;
  - vii. Completion of Tennessee Promise required meetings and service hours;
  - viii. American College Testing (ACT) composition and sub scores;
  - ix. Student participation in one-on-one advising sessions;
  - x. Student participation in college visits; and,

- xi. Student participation in Path to College events including FAFSA Frenzy, College Application week, College Signing Day, and parent participation in College Planning Night.

**b. Required Data Items: THEC Data.** THEC will provide the school and college advisor with aggregate-level data for 11<sup>th</sup> and 12<sup>th</sup> grade students served under this initiative:

- (1) FAFSA completion;
- (2) Tennessee Promise application completion; and,
- (3) Postsecondary enrollment.

**c. Required Data Items: School Data.**

(1) The school is responsible for providing the College Advisor and THEC access to student-level data for 11<sup>th</sup> and 12<sup>th</sup> grade students served under this initiative. THEC shall access the following K-12 data from the State P-20 System:

- i. Full directory information (student first name, last name, date of birth, gender, race/ethnicity, phone number, and contact information);
- ii. Student State ID and Social Security Number (SSN) (required to match students with FAFSA and college enrollment information);
- iii. Student enrollment and withdrawal status;
- iv. Free and reduced lunch status;
- v. High school graduation status;
- vi. ACT composition and sub scores; and,
- vii. State assessment data.

(2) The school shall submit the following data to THEC or the College Advisor if requested:

- i. Student transcript data and course grades.

(3) The school and College Advisor shall track and disclose the following student self-reported data:

- i. College applications, admissions, and acceptances;
- ii. Scholarship applications and awards; and,

iii. Additional data items may be provided by THEC or requested of the school if needed.

d. **Specific Duties for Maintaining Confidentiality of Personally Identifiable Information.** By memorializing this agreement, the parties agree to the following stipulations regarding personally identifiable information:

- (1) Parties will not permit access to personally identifiable information to persons who have not executed Attachment A, Statement of Nondisclosure, referenced in Section VIII.F.;
- (2) Parties will maintain the confidentiality of the personally identifiable information outlined above in Section VIII.C.;
- (3) Parties will report any known instances of missing data, security breach, data that has been inappropriately shared, or data taken off site to THEC and shall follow the procedures set forth in Section VIII. E. of this agreement;
- (4) The school will share all interim and final results of the project upon request by THEC;
- (5) The school will provide THEC with free use of these results, including data not covered by a confidentiality agreement with a third party, at the conclusion of the project; and,
- (6) All personally identifiable information shall be encrypted at rest and in transit using the current version of Federal Information Processing Standard (“FIPS”) 140-2 validated encryption technologies.

e. **Processes for the Destruction of Data.** Upon completion of this research study, THEC will destroy all personally identifiable information. The destruction of data shall occur no later than ninety (90) days following the end of the Advise TN program, or a date certain as defined under any mutually adopted amendatory language. This shall not occur before THEC has completed all analysis of findings from this study.

All individuals and entities given access to data pursuant to this agreement shall destroy personally identifiable information at the end of the project when the data is no longer needed for those purposes. Unless extended through mutual agreement and amendment to this document between all parties, any and all records shall be destroyed no later than ninety (90) days after the end of the Advise TN program.

Data destruction (including any copies such as backups) shall be conducted in accordance with the current version of National Institute of Standards and Technology (“NIST”) Special Publication 800-88. All individuals and entities shall provide either a written confirmation of destruction or written statement that they held no personally identifiable

information to THEC within ten (10) business days after destruction or the end of the project.

- f. **Related Documents.** Attachment A: The Statement of Nondisclosure is hereby incorporated by reference.
- g. **Disclosure of Personally Identifiable Information.** All parties shall have the immediate duty to report any instances of unauthorized disclosure of personally identifiable information to one another as well as the individual(s) affected.

Any such report shall be made in writing by the party with notice within twenty-four (24) hours of the breach or disclosure. The party responsible for the disclosure or data breach shall offer to provide identity theft monitoring services for a period of five (5) years on behalf of any individuals whose personally identifiable information has been disclosed. The responsible party shall also bear all costs of notification to individuals having personally identifiable information involved in a potential disclosure event, including individual letters.

## IX. General Provisions

- a. **Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.
- b. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of a third-party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU. The parties to this MOU intend and expressly agree that only party's signatory to this MOU shall have any legal or equitable right to seek to enforce this MOU, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this MOU, or to bring an action for the breach of this MOU.
- c. **Termination for Convenience.** Either party may terminate this agreement for convenience without cause and for any reason. Each party shall give the other party at least thirty (30) days written notice before the termination date. In no event shall THEC's exercise of this right to terminate this agreement for convenience relieve the school of any liability to THEC for any damages or claims arising under this agreement.

- X. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

The effective date of this MOU is the date of the signature last affixed to this page.

**MONTEREY HIGH SCHOOL:**

---

Breeonna Wheeler, Principal

Date

**TENNESSEE HIGHER EDUCATION COMMISSION:**

---

Dr. Steven Gentile, Executive Director

Date

*Attachment A*  
*Affidavit of Statement of Nondisclosure*

\_\_\_\_\_  
(Individual's Name and Job Title)

\_\_\_\_\_  
(Date of Assignment to Project)

\_\_\_\_\_  
(Organization, State or local agency or instrumentality)

I, \_\_\_\_\_, do affirm that when given access to data listed in the Data Usage Agreement and/or student file(s), I will not:

- (i) use or reveal any individually identifiable information furnished, acquired, retrieved or assembled by me or others for any purpose other than experimental purposes specified in the above referenced Agreement;
- (ii) make any public disclosure whereby a student, teacher, or school could be identified;  
or
- (iii) permit anyone other than those individuals authorized in the above-referenced data usage agreement to access individually identifiable information provided by THEC.

In addition, I will:

- (iv) use all data in accordance with statement of work established in Section II of the above referenced Agreement;
- (v) conduct all work in accordance with human subject research standards and guidelines.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Brenda J. Hughett

Department: Extended Learning Programs

Phone Number of Person Making Request: 931-510-4936

Account Funding Code (if appropriate) LEAPs:  
141-73300-199-02003 and 21st CCLC: 142-73300-199-00000

\_\_\_\_\_Backup included

\_\_\_\_\_Backup to follow

Requesting Approval for a \$20.00 monthly stipend for personal cell phone usage, per policy, 3.3001, use of Cellular Phones, for the following Extended Learning Employee:

**Brenda J. Hughett - Extended Learning Program Director**

This stipend will begin July 2025 and will go through June 2026. It will be paid from LEAPs: 141-73300-199-02003 and 21st CCLC: 142-73300-199-00000.

Brenda J. Hughett 6/25/25  
Signature of Person Making Request Date

[Signature] 6/25/25  
Signature of Director of Schools Date





# Putnam County School System

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



Corby King  
Director of Schools

**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Chris Pierce

Date: 6/17/25

RE: Navigate Emergency Management Suite Subscription Renewal Request

Account Funding Code (141-72210-399)

Backup included

Backup to follow

Agenda Item for August 7, 2025, Board meeting.

Please consider the subscription renewal for the 25/26 school year in the amount of \$23,635.64, to be taken from account 141-72210-399, for the Navigate360 Emergency Management Suite Platform. Navigate EMS is used to account for students, staff, and visitors during emergency drills or other emergencies during the school day..

Supervisor

Date

Director of Schools

Date

**received**  
6-17-25 mt

# INVOICE



Date: 08/01/2025  
Invoice #: INV-41871

Navigate360, LLC  
PO Box 933402  
Cleveland, OH 44193  
ar@navigate360.com

Bill To Putnam Co School District  
1400 E Spring St  
Cookeville, TN 38506

Ship To Putnam Co School District  
1400 E SPRING ST  
COOKEVILLE, TN 38506

Contract Start Date: 08/01/2025  
Contract End Date: 07/31/2026

Message	Payment Terms	Due Date	Purchase Order
	Net 30	08/31/2025	Contract

Item Name	Description	Qty	Unit Price	Line Total
Emergency Management Suite Subscription - per Student	Emergency Management Suite Platform subscription with full unlimited access to all users.	1	23,635.640000 0	\$23,635.64
			Subtotal	\$23,635.64
			Sales Tax	\$0.00
			Total	\$23,635.64
			Amount Paid:	\$0.00
			<b>Amount Due: (US \$ only)</b>	<b>\$23,635.64</b>

To pay your invoice click here: [https://checkout-v5.paystand.com/?publishableKey=7axwnld9juwujqy7fq377jl6&viewCheckout=portal-medium&module=si\\_salesOrder&extSalesOrderId=156027](https://checkout-v5.paystand.com/?publishableKey=7axwnld9juwujqy7fq377jl6&viewCheckout=portal-medium&module=si_salesOrder&extSalesOrderId=156027)

**PREFERRED Payment Method: ACH/Wire**  
**Bank Name: PNC Bank**  
**PNC Routing Number: 041000124**  
**Account Number: 4273496353**

**Make Checks Payable to: Navigate360, LLC**  
**Remit to: PO Box 933402, Cleveland, OH 44193**

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08-07-25



PCSS Board Agenda Request

Date 6/25/2025

Department Teaching and Learning

Person Submitting Dr. Sharon K. Anderson SKA

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of the attached research request for Emily Lankford, a doctoral candidate at Tennessee Tech University.

**Purpose of the study**

The goal of this study is to explore veteran first-grade teachers' perceptions of RTI trainings within their district and schools on preparedness for classroom implementation; I would like to interview three teachers from three different schools in Putnam County who have had a minimum of 10 years teaching experience. If possible, I would like to have an additional two participants on stand-by in case someone decides to withdraw from the study. Response to Intervention (RTI) first emerged in 2004 under the Bush administration. The purpose of RTI was to identify learning gaps in math and reading and to implement intervention strategies in order to best help students master grade-level standards. Therefore, using teacher semi-structured interviews, classroom observations, and documents (e.g., teacher notes, emails sent notifying teachers of RTI trainings, and online documents pertaining to RTI allocated funds), I seek to gain insight on first-grade teachers' preparedness to implement RTI strategies in their classrooms. Findings of the proposed study will be utilized for presentations and publications on this topic. Teacher and school names will be kept anonymous and all data will be kept on a

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password-protected computer and/or in a locked filing cabinet. The timeline of the study includes conducting the interviews, completing the observations, and gathering documents beginning September 2025 through December 2025. Data will be analyzed during the Winter 2026 semester with hopes of study completion in May 2026.

The IRB at Tennessee Tech requires board of education approval before they grant permission to begin a research study. I will send a copy of my IRB application to Dr. Sharon Anderson.

Note: Upon approval, my plan is to email all the elementary school principals asking for teacher recommendations, so that's why all elementary schools below are selected. I will only be going to 3-5 schools depending upon the number of participants.

## PhD Research Proposal

Emily Tosh Langford  
2135 Shipley Rd.  
Cookeville, TN 38501  
(931)-510-5253  
[ertosh42@tntech.edu](mailto:ertosh42@tntech.edu)

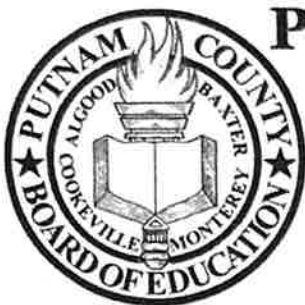
Tennessee Tech College of Graduate Studies, Exceptional Learning

The goal of this study is to explore veteran first-grade teachers' perceptions of RTI trainings within their district and schools on preparedness for classroom implementation. Response to Intervention (RTI) first emerged in 2004 under the Bush administration. The purpose of RTI was to identify learning gaps in math and reading and to implement intervention strategies in order to best help students master grade-level standards. The National Center for Response to Intervention stated the goal of RTI is to “identify students at risk for poor learning outcomes, monitor student progress, provide evidence-based interventions, and adjust for intensity and nature of those interventions based on student’s responsiveness” (2010, p. 1). Thus, my interest is to explore general education teachers’ perceptions of how RTI trainings prepare them for implementing intervention strategies, monitoring progress, and identifying learners who need additional support.

I would like to interview three teachers from three different schools in Putnam County who have had a minimum of 10 years teaching experience. If possible, I would like to have an additional two participants on stand-by in case someone decides to withdraw from the study. Using teacher semi-structured interviews, classroom observations, and documents (e.g., teacher notes, emails sent notifying teachers of RTI trainings, and online documents pertaining to RTI allocated funds), I seek to gain insight on first-grade teachers' preparedness to implement RTI strategies in their classrooms. There will be no surveys utilized for this study.

Findings of the proposed study will be utilized for presentations and publications on this topic. Teacher, school, and district names will be kept anonymous, and all data will be kept on a password-protected computer and/or in a locked filing cabinet. The timeline of the study includes conducting the interviews, completing the observations, and gathering documents beginning September 2025 through December 2025. Data will be analyzed during the Winter 2026 semester with hopes of study completion in May 2026. Upon the approval of Putnam County Board of Education and Tennessee Tech’s IRB, my plan is to first email all elementary school principals asking for teacher recommendations; I will only be going to 3-5 schools depending upon the number of participants. I have sent a copy of my IRB application to Dr. Sharon Anderson via email, and I will send another copy once the IRB has officially approved the progression of the study.

National Center for Response to Intervention. (2010). What is RTI? Retrieved from <https://files.eric.ed.gov/fulltext/ED526859.pdf>



# PUTNAM COUNTY SCHOOL SYSTEM

*Engage, Inspire, Achieve.*

## PCSS External Researcher Statement of Assurances

Initials <i>EL</i>	1. I understand and agree to comply with the Family Educational Rights and Privacy Act (FERPA), the Tennessee Public Records Act, and Board policy regarding disclosing personally identifiable information on any PCSS student. I understand and agree that I will not disclose such information to anyone but the student's parent/legal guardian or PCSS staff per these laws and policies.
Initials <i>EL</i>	2. I agree to access student(s) only at the time and place designated by the school(s) principal(s). I agree to comply with the school(s) visitor policy.
Initials <i>EL</i>	3. Every individual associated with this research project who, during the research activities, will be physically present on any PCSS property and/or will have any contact with PCSS students while acting in their capacity as a researcher or research assistant will undergo criminal background check through PCSS Human Resources fingerprinting process. Fingerprinting will occur at least seven days before the researcher or research assistant is allowed any interaction with PCSS students.
Initials <i>EL</i>	4. Within a reasonable time period after the conclusion of the research, I will provide PCSS with a policy brief, including a summary of the study and policy-relevant findings. If engaged in a multi-year study, I will also provide annual updates during the course of my research.
Initials <i>EL</i>	5. Unless provided with the expressed written permission of the PCSS outlining other arrangements, within one year of completing study data collection, I agree to permanently destroy all individual paper and electronic records containing personal PCSS student data. Consent forms are excluded from this requirement.
Initials <i>EL</i>	6. I agree to hold PCSS harmless from and against any claims, demands, actions, liens, rights, subrogated or contribution interests, debts, liabilities, judgments, costs, and attorney's fees arising out of, claimed on account of, or in any manner predicated upon by my participation in the research and survey process on PCSS properties.
Initials <i>EL</i>	7. I understand that the approval of the research/survey in no way commits schools, principals, teachers, staff, or students to participate in the research or survey project.

Signature *Emily Langford*

Date *6/21/25*

Please return to PCSS Teaching & Learning Dept., 1400 E. Spring St., Cookeville, TN 38506, or to email address: [andersons17@pcssn.com](mailto:andersons17@pcssn.com)

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PCSS Board Agenda Request

Date 6/25/2025

Department Teaching and Learning

Person Submitting Dr. Sharon K. Anderson SKA

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

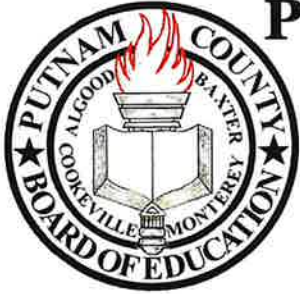
Consider approval of the attached research request for Melissa Hinds, a doctoral candidate at Liberty University.

**Purpose of the study**

The purpose of this grounded theory qualitative study is to investigate the perceptions of current choral music conductors concerning undergraduate vocal pedagogy (VP) training. Participants will answer questions about their undergraduate educational experience, perceived preparedness as a novice teacher, and areas for improvement in the undergraduate VP curriculum. The survey will contain both open-ended and closed-ended questions. The researcher will code participant responses. The coded areas include vocal technique, lack of preparedness, satisfaction, identifying vocal issues in the ensemble, and professional development. The researcher will identify emerging themes.

The study's second phase is the creation of a VP curriculum for vocal music education students. This curriculum will address pillars of vocal pedagogy, such as vocal anatomy and its application to singing, vocal technique, and identifying and correcting vocal errors in choral rehearsal. The curriculum aims to give potential choral conductors the necessary skills to teach vocal technique adequately in the choral rehearsal.

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# PUTNAM COUNTY SCHOOL SYSTEM

*Engage, Inspire, Achieve.*

## PCSS External Researcher Statement of Assurances

Initials <i>ML</i>	1. I understand and agree to comply with the Family Educational Rights and Privacy Act (FERPA), the Tennessee Public Records Act, and Board policy regarding disclosing personally identifiable information on any PCSS student. I understand and agree that I will not disclose such information to anyone but the student's parent/legal guardian or PCSS staff per these laws and policies.
Initials <i>ML</i>	2. I agree to access student(s) only at the time and place designated by the school(s) principal(s). I agree to comply with the school(s) visitor policy.
Initials <i>ML</i>	3. Every individual associated with this research project who, during the research activities, will be physically present on any PCSS property and/or will have any contact with PCSS students while acting in their capacity as a researcher or research assistant will undergo criminal background check through PCSS Human Resources fingerprinting process. Fingerprinting will occur at least seven days before the researcher or research assistant is allowed any interaction with PCSS students.
Initials <i>ML</i>	4. Within a reasonable time period after the conclusion of the research, I will provide PCSS with a policy brief, including a summary of the study and policy-relevant findings. If engaged in a multi-year study, I will also provide annual updates during the course of my research.
Initials <i>ML</i>	5. Unless provided with the expressed written permission of the PCSS outlining other arrangements, within one year of completing study data collection, I agree to permanently destroy all individual paper and electronic records containing personal PCSS student data. Consent forms are excluded from this requirement.
Initials <i>ML</i>	6. I agree to hold PCSS harmless from and against any claims, demands, actions, liens, rights, subrogated or contribution interests, debts, liabilities, judgments, costs, and attorney's fees arising out of, claimed on account of, or in any manner predicated upon by my participation in the research and survey process on PCSS properties.
Initials <i>ML</i>	7. I understand that the approval of the research/survey in no way commits schools, principals, teachers, staff, or students to participate in the research or survey project.

Signature *Melissa Anderson*

Date 6/26/2025

Please return to PCSS Teaching & Learning Dept., 1400 E. Spring St., Cookeville, TN 38506, or to email address:

[andersons17@pcsstn.com](mailto:andersons17@pcsstn.com).

## Hinds Dissertation Research Proposal Document: Putnam County Schools

### Researcher:

Melissa N. Hinds  
(931)200-5062  
214 N. Anderson St.  
Apt 9  
Tullahoma, TN 37388

Liberty University Graduate School  
Advisor: Dr. Brian Stiffler

## Study Information and Background

### Study Title

Vocal Pedagogy for Undergraduate Vocal Music Education Students

### Background

A beautiful choral tone is the purest form of art.<sup>1</sup> Many choral conductors have dedicated their lives to achieving the pinnacle of expressive choral tone. Most singing happens in choral ensembles;<sup>2</sup> therefore, the director facilitates vocal technique instruction. The choral conductor performs many duties to serve their ensembles. In church, community, and school choirs around the nation and even around the globe, the choral director fills the role of teacher, conductor, language expert, and vocal pedagogue.<sup>3</sup> It is crucial that choral conductors have the appropriate training to meet the needs of their choirs. Novice conductors are entering the teaching profession

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<sup>1</sup> James Jordan, McCarther, Sean, and Price, Kathy. K. *The Anatomy of Tone: Applying Voice Science to Choral Ensemble Pedagogy*. (Chicago, GIA Publications. 2017), 12.

<sup>2</sup> Barbara M. Doscher. *The Functional Unity of The Singing Voice*. 2<sup>nd</sup> ed. (Maryland: The Scarecrow Press, Inc. 1994). 25.

<sup>3</sup> Julia Davids. and LaTour, Stephen. *Vocal Technique: A Guide for Conductors, Teachers, and Singers*. (Long Grove, IL. Waveland Press, Inc, 2012), 32.

ill-equipped to teach pedagogy in the rehearsal setting. Resulting in choral ensembles with poor technique, weak tone, and a small vocal range and sound.

Choral directors must employ proper pedagogical techniques in the rehearsal setting. When considering the balance of demands on the choral rehearsal, priorities are essential. What topics should be covered if the choral director is responsible for facilitating most pedagogical instruction? "A conductor's approach to choral pedagogy in these settings must deliver substantial vocal information and guidance while balancing these factors and practicing good time management."<sup>4</sup> The conductor must decide what to teach and how to teach the subject matter in depth.

### **Problem Statement**

In modern choral music education, preservice teachers need more training in vocal pedagogy. Universities train their vocal performance majors in VP, while the vocal music education majors may not require VP courses. Unfortunately, choral conductors are the primary facilitators of vocal technique training for most singers. According to Dewey's theory, teachers present instruction using skills with which they are comfortable.<sup>5</sup> This theory holds for vocal teachers as well. Choral conductors were proficient singers in college. They fall back on the techniques acquired in undergraduate applied voice lessons. These skills are simply the ones the teacher practiced as a student and is comfortable using.

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<sup>4</sup> Jennifer Rodgers. "A Language That Resonates: Building a Pedagogy of Resonance for Adult Avocational Singers in a Choral Setting." *The Choral Journal*, 58 no.9, (2018): 63.

<sup>5</sup> Aaron Stoller, "Dewey's Creative Ontology," *Journal of Thought* 52, no. 3 (2018): 50.

Unprepared conductors use colloquialisms and confusing imagery for issues outside their comfort zone rather than scientifically based instruction. The result is choirs using poor technique, affecting the overall sound. Poor technique used over time will encourage poor singing habits and vocal injury. This is not the desire of any teacher. Poor instruction methods are not used maliciously in the classroom. The conductor is simply pursuing a pure choral tone in any way they know. Undergraduate programs are needed to prepare their students for the desired career sufficiently. The significance of this research is to encourage the choral conductors to seek better instruction and to improve their skills to assist their choirs. The benefits of this study could impact the choral field for generations. Bozeman states, "Our mutual love of beautiful, liberated singing"<sup>6</sup> is the motivator to improve instruction for the benefit of the students. The problem is that the literature has not fully addressed the need for vocal pedagogy instruction for preservice choral conductors.

## **Purpose Statement**

### **Brief Description of the Research Process**

The purpose of this grounded theory qualitative study is to investigate the perceptions of current choral music conductors concerning undergraduate vocal pedagogy training. Participants will answer questions about their undergraduate educational experience, perceived preparedness as a novice teacher, and areas for improvement in the undergraduate VP curriculum. The survey will contain both open-ended and closed-ended questions. The researcher will code participant responses. The coded areas include vocal technique, lack of preparedness, satisfaction,

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<sup>6</sup> Kenneth W. Bozeman. "A Case for Voice Science in the Voice Studio." *Journal of Singing*, 63, no.3 (2007): pg.265.

identifying vocal issues in the ensemble, and professional development. The researcher will identify emerging themes.

The study's second phase is the creation of a VP curriculum for vocal music education students. This curriculum will address pillars of vocal pedagogy, such as vocal anatomy and its application to singing, vocal technique, and identifying and correcting vocal errors in choral rehearsal. The curriculum aims to give potential choral conductors the necessary skills to teach vocal technique adequately in the choral rehearsal.

The third phase of the study is the assessment of the VP curriculum. A focus group will review the proposed curriculum. The researcher will recruit members for the focus group from vocal pedagogy, choral methods, and choral conducting professors. The researcher wishes to balance members from the previously mentioned subject areas.

### **Significance Statement**

Although there is much research on vocal pedagogy, there is a significant gap in vocal pedagogy training for the preservice teacher. Pure choral sound begins with proper vocal technique. The onset of the first breath dictates the sound a singer will produce. Over the years, choral directors have sought perfection in tone for their ensembles, but many have been disappointed in the results they have achieved. In many cases, instruction in vocal technique would alleviate many of the tone issues in an ensemble. Unfortunately, choral conductors are not prepared to address problems of a pedagogical nature. This study aims to investigate the perceptions of VP training and propose a curriculum for vocal music education students.

Researchers conducted much research on vocal pedagogy over the decades. However, most of this research concerns vocal performance majors, college studio professors, and performers. Arneson's article concerning vocal pedagogy curriculum is a great starting point for

this study. He analyzes the vocal departments at two prestigious universities. Arneson discovered two significant components of VP training at each school: a scientific approach to vocal pedagogy and a high expectation for artistic singing.<sup>7</sup> Bozeman and Ragan developed this theory in their article “Evidence-Based Voice Pedagogy.” The authors stress the importance of skills and understanding of vocal technique and healthy singing.<sup>8</sup> An essential transfer to Dewey’s theory is the tendency of voice teachers to rely on the skills learned in their applied voice lessons.<sup>9</sup> These skills will not suffice for all students. Novice voice teachers must confidently use vocal pedagogy principles to instruct their students better.

The results of this study may help college professors choose appropriate vocal pedagogy curricula for vocal music education students. Music education students and music performance students have different career goals and, thus, different educational needs. Music education students need a strong foundation in vocal pedagogy and strategies for choral rehearsal to implement these strategies.

### **Research Questions**

RQ1: What are novice secondary-level choral conductors’ perceptions of their vocal pedagogy training received at the undergraduate level?

RQ2: What strategies can college music professors employ to enhance the vocal pedagogy training for vocal music education students?

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<sup>7</sup> Christopher Arneson and Esther Jane Hardenbergh, "Voice Pedagogy: Teaching Voice Teachers," *Journal of Singing*, 65, no.3 (2009): 315.

<sup>8</sup> Kenneth W. Bozeman and Kari Ragan. "Evidence-Based Voice Pedagogy (EBVP), Part 2: Voice Teacher Expertise and Experience." *Journal of Singing* 78, no.3 (2022): 391.

<sup>9</sup> *Ibid.*, pg 390.

## Data Collection Plan

This research study has a question-based data collection protocol. The researcher found participants through purposeful sampling strategies. Participants responded to the digitized survey in Qualtrics. In the first phase, the researcher gathers data from participant surveys. A grounded theory study relies on data collection and simultaneous data analysis.<sup>10</sup> The researcher analyzes the data, examining themes among the survey responses. Collected data will dictate the second phase of the study: curriculum creation. The researcher created the curriculum based on voice science and pedagogical needs indicated by the participants. Upon completion of the curriculum, the researcher submits the curriculum to an expert focus group for analysis. The researcher provided the focus group a copy of the curriculum in Microsoft Word, where the expert can record notes and offer feedback. Additionally, the researcher provided an evaluation rubric in MAXQDA software (Appendix 00) to provide feedback. The researcher collects data from the focus group as the second data collection method.

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<sup>10</sup> Mildred L. Patten and Michelle Newhart. *Understanding Research Methods: An Overview of the Essentials*. 10th ed. (New York, NY: Routledge, 2018): 167.

## **Initial Survey Questions**

### Section One: Qualifying Questions

1. Are you a music teacher? Yes/no
2. Do you teach any choir during the regular school day? Yes/no
3. Do you have 3 or more years of teaching experience? Yes/no
4. What grade level or levels do you currently teach? (select all that apply) Elementary, Middle, High School, and/or College?

### Section Two: Demographic Questions

1. Participant's age: 20-25, 25-30, 31-40, 41-50, 51-60, 60 or older
2. Participant's gender: male, female, prefer not to answer
3. Participant's race: Black, White, Hispanic, prefer not to answer
4. How many years have you taught at your current locations? (0-2, 3-5, 6-10, 11-15, 16-20, 21-25, 25 or more)
5. How many years have you taught choral music in total? (0-2, 3-5, 6-10, 11-15, 16-20, 21-25, 25 or more)
6. What is the socioeconomic status of the school where you currently teach? Low, middle,
7. high, or not sure

### Section Three: Undergraduate Music Education Experience

1. What degree or degrees have you earned in Music/Music Education? Select all that apply: A. Bachelors, B. Masters, C. Educational Specialist, D. Doctor of Musical Arts, E. PhD F. None- my degrees are not in music/music education
2. What university or universities have you graduated from (please indicate the degree with which you graduated from each school) Fill in the blank

3. How many semesters of vocal pedagogy were required by your institution?  
0, 1, 2, 3, 4 or more
4. How many semesters (required or not) of vocal pedagogy did you complete?  
1, 2, 3, 4 or more, class not taken
5. How many semesters of choral methods were required by your institution?  
0, 1, 2, 3, 4 or more
6. How many semesters of choral methods did you complete?  
1, 2, 3, 4 or more, class not taken
7. To what extent was vocal pedagogy covered in your choral methods courses?
8. How many semesters of choral conducting
9. were required by your institution?  
0, 1, 2, 3, 4 or more
10. How many semesters of choral conducting did you complete?  
1, 2, 3, 4 or more, class not taken
11. To what extent was vocal pedagogy covered in your choral methods courses?
12. To what extent was vocal pedagogy covered in your choral conducting courses?

#### Section Four: Participant Perceptions

\*Using a Likert-type scale, please rate your undergraduate music education experience in the following areas.

1 Strongly Disagree      2 Disagree      3 Neither Agree nor Disagree      4 Agree      5 Strongly Agree

1. My undergraduate experience prepared me to teach vocal pedagogy in the choral setting.
2. As a new teacher, I felt confident incorporating teaching vocal anatomy in the choral rehearsal.

3. I felt confident guiding students (male and female) through the voice change as a new teacher.
4. As a new teacher, I felt confident in diagnosing and correcting technique errors in rehearsal.

Open ended questions:

1. What topics do you wish your undergraduate vocal pedagogy classes covered or covered more in-depth?
2. As a new teacher, were you comfortable guiding students through the voice change? Why or why not?
3. What skills enabled you to teach vocal technique in the choral rehearsal?
4. Where did you gain these skills: as an undergraduate student, through personal research, professional development, on-the-job experience, etc.?

## Interview Questions

### Phase One: Teacher Perceptions of Vocal Pedagogy

Post Observation Interview Questions:

1. What is your educational background? (degrees/certifications)
  2. How long have you been teaching? (total regardless of subject area)
    - a. How long have you taught choir?
  3. How long have you taught in your current location?
- 
4. What is your teaching schedule currently? (how many classes of general music, choir, guitar etc.)
    - a. Do you also teach choir after school?
  5. How would you describe your choirs? (types, performance focus, gospel, show choir, traditional, etc.)
  6. In daily choir rehearsal, what is the most important aspect of rehearsal to you? (concert schedule, warmups, building musicianship, building music reading skills, etc.)
  7. Why is (answer from the previous question) the most important to you personally?
  8. How do you decide what to teach or how do you construct your choirs' curriculum? (is there a district curriculum, do you use method books, do you teach to the performance, etc.)
  9. Which would you say is the most important: progress or performance? Why?
  10. Do you teach vocal pedagogy (VP) concepts in your choir rehearsals?
  11. How often would you say you cover VP concepts?
  12. How do you decide on which concepts to address?
-

Undergraduate Experience:

13. In your undergraduate experience, were you required to take any of the following classes: choral methods, choral conducting, and/or vocal pedagogy?
    - a. How many courses of each one were required?
    - b. Did you complete more courses than the required amount? If so, how many and why did you complete them?
  14. Which class was the most beneficial to you personally? Choral Methods, Choral Conducting, or Vocal Pedagogy and why do you perceive it as the most beneficial?
  15. Were vocal pedagogy (VP) concepts covered in choral methods or choral conducting?
  16. During your choral methods course(s), do you remember the professor addressing how to teach VP during rehearsal?
  17. What topics do you believe must be covered in the undergraduate vocal music education curriculum?
  18. What VP topics do you believe should have been covered or covered more thoroughly?
  19. Did your professors cover teaching vocal health, addressing the male and female voice change, and/or care of the aging voice in any of the previously listed courses? Which ones?
  20. As a novice teacher, what were you the most hesitant/nervous about addressing in the choir rehearsal?
-

## Observation Notes

<b>Participant Number/ Pseudonyms</b>	
<b>Location</b>	
<b>Date &amp; Time</b>	
<b>Class Observed</b>	
<b>Grade(s)</b>	
<b>Observer Name</b>	

### Track when each VP Topic was addressed

Vocal Ped Topics	Introduction		Lesson Body			Closer
	Hook/Intro	Warmups	Song 1	Song 2	Song 3	
<b>The Vocal Instrument</b>						
Vocal Anatomy						
Respiratory System						
Anatomy (General)						
Vocal Health						
The Changing Voice						
<b>Singing Fundamentals</b>						
Breathing						
Phonation						
Resonance						
Vocal Onset/Placement						

## Observation Notes

Lesson Structure/ Activities	Notes
<b>Hook/Introduction</b>	
<b>Warmups</b>	
<b>Lesson Body/ Main Rehearsal</b>	
<b>Closer</b>	

## **Consent Form: Observations and Interviews**

**Title of the Project:** Vocal Pedagogy for Undergraduate Vocal Music Education Students  
**Principal Investigator:** Melissa Hinds, Doctoral Candidate, School of Music, Liberty University

### **Key Information about the Research Study**

You are invited to participate in a research study. To participate, you must be a middle or high school level choir teacher with at least three years of experience.

Things you should know:

- The purpose of the study is to investigate choir teachers' perceptions of their undergraduate vocal pedagogy training. If you choose to participate, you will be asked to take part in a one-on-one interview and a classroom observation. This will take approximately 90 minutes.
- Participants are not expected to receive direct benefits.
- Taking part in this research project is voluntary. You do not have to participate, and you can stop at any time.

Please read this entire form and ask questions before deciding whether to participate in this research.

### **What is the study about and why is it being done?**

The purpose of the study is to better understand choir teachers' perceptions of their vocal pedagogy training and the implementation of vocal pedagogy in the choral rehearsal.

### **What will happen if you take part in this study?**

If you agree to be in this study, I will ask you to do the following:

1. Participate in an in-person interview that will take no longer than 1 hour.
2. Allow the researcher to observe your teaching practices in a choir class. This observation will take no longer than 1 hour.

### **How could you or others benefit from this study?**

Participants should not expect a direct benefit from participating in this study.

Benefits to vocal music education could include:

1. An increase in awareness of effective vocal pedagogy practices in the classroom.
2. The identification of possible gaps in preservice choir teacher training.
3. Improvement in student vocal development.

4. Novice teacher confidence in teaching vocal pedagogy concepts in rehearsal.
5. Integration of healthy vocal techniques in the choral rehearsal
6. The enhancement of undergraduate curriculum development by implementing vocal pedagogy in vocal music education classes.

#### **What risks might you experience from being in this study?**

The expected risks from participating in this study are minimal, which means they are equal to the risks you would encounter in everyday life. I am a mandatory reporter. During this study, if I receive information about child abuse, child neglect, elder abuse, or intent to harm self or others, I will be required to report it to the appropriate authorities.

#### **How will personal information be protected?**

The records of this study will be kept private. Published reports will not include any information that will make it possible to identify a subject. Research records will be stored securely, and only the researcher will have access to the records.

- Participant responses will be kept confidential by replacing names with pseudonyms/numbers.
- Interviews will be conducted in a location where others will not easily overhear the conversation.
- Confidentiality cannot be guaranteed in focus group settings. While discouraged, other focus group members may share what was discussed with persons outside of the group.
- Data collected from you may be used in future research studies or shared with other researchers. If data collected from you is reused or shared, any information that could identify you, if applicable, will be removed beforehand.
- Data will be stored on a password-locked computer.
- The researcher and members of her doctoral committee will have access to the data. After three years, all electronic records will be deleted. Data will be retained indefinitely.
- Recordings will be stored on a password-locked computer. The researcher and members of her doctoral committee will have access to the recordings. After three years, the recordings will be erased.

#### **How will you be compensated for being part of the study?**

Participants will be compensated for participating in this study. After the interviews and observations, participants can choose to enter a drawing for a \$25 receive Amazon gift card. Email addresses will be requested for compensation purposes; however, they will be pulled and separated from your responses by the survey software to maintain your anonymity.

### **Is study participation voluntary?**

Participation in this study is voluntary. Your decision whether to participate will not affect your current or future relations with Liberty University. If you decide to participate, you are free not to answer any question or withdraw at any time without affecting those relationships.

### **What should you do if you decide to withdraw from the study?**

If you choose to withdraw from the study, please contact the researcher at the email address/phone number included in the next paragraph. Should you withdraw, data collected from you, apart from focus group data, will be destroyed immediately and not included in this study. Focus group data will not be destroyed, but your contributions to the focus group will not be included in the study if you choose to withdraw.

### **Whom do you contact if you have questions or concerns about the study?**

The researcher conducting this study is Melissa Hinds. You may ask any questions you have now. If you have questions later, **you are encouraged** to contact her at [mnhinds@liberty.edu](mailto:mnhinds@liberty.edu). You may also contact the researcher's faculty sponsor, Dr. Brian Stiffler, at [bstiffler@liberty.edu](mailto:bstiffler@liberty.edu).

### **Whom do you contact if you have questions about your rights as a research participant?**

If you have any questions or concerns regarding this study and want to talk to someone other than the researcher, **you are encouraged** to contact the IRB. Our physical address is Institutional Review Board, 1971 University Blvd., Green Hall Ste. 2845, Lynchburg, VA, 24515; our phone number is 434-592-5530, and our email address is [irb@liberty.edu](mailto:irb@liberty.edu).

*Disclaimer: The Institutional Review Board (IRB) ensures that human subjects research will be conducted ethically as defined and required by federal regulations. The topics covered and viewpoints expressed or alluded to by student and faculty researchers are those of the researchers and do not necessarily reflect the official policies or positions of Liberty University.*

### **Your Consent**

You agree to participate in this study by signing this document. Make sure you understand what the study is about before you sign. You will be given a copy of this document for your records. The researcher will keep a copy with the study records. If you have any questions about the study after you sign this document, you can contact the study team using the information provided above.

*I have read and understood the above information. I have asked questions and have received answers. I consent to participate in the study.*

The researcher has my permission to audio-record and/or video-record me as part of my participation in this study.

---

Printed Subject Name

---

Signature & Date

**LIBERTY UNIVERSITY.**  
INSTITUTIONAL REVIEW BOARD

June 3, 2025

Melissa Hinds  
Brian Stiffler

Re: IRB Conditional Approval - IRB-FY24-25-1729 Vocal Pedagogy for Undergraduate Vocal Music Education Students

Dear Melissa Hinds, Brian Stiffler,

We are pleased to inform you that your study has been **conditionally** approved by the Liberty University Institutional Review Board (IRB). Conditional approval means that your complete approval is pending our receipt of certain items, which are listed below:

**Documented approval from each research site you are enrolling in your study. Acceptable forms of documentation include a letter on official letterhead or a time-and-date stamped email from a person with the authority to grant permission.**

Please keep in mind that you are not permitted to begin recruiting participants or collecting data until you have submitted the above item(s) and have been granted complete approval by the Liberty University Institutional Review Board.

Thank you for your cooperation with the IRB, and we wish you well as you continue working toward complete approval.

Sincerely,

**G. Michele Baker, PhD, CIP**  
*Administrative Chair*  
**Research Ethics Office**



Putnam County Board of Education  
Agenda Request

Name of Person Making Request: Krista Hamilton

Department: School Age Care and Employee Childcare Programs

Account number: 146-73300-01800

Check one:

Backup included

Backup to follow

Approval of a \$20 monthly stipend for cell usage for Krista Hamilton, School Age and Employee Child Care Program Coordinator effective July 1, 2025 through June 30, 2026 per Policy 3.3001, Use of Cellular Phones, as submitted. To be paid from 146-73300-199-01800

Krista Hamilton  
Supervisor

6/25/2025  
Date

[Signature]  
Director of Schools

7/7/25  
Date

received  
7-7-25 [Signature]



### PCSS Board Agenda Request

Date June 2, 2025

Department Teaching and Learning

Person Submitting Dr. Winningham

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

Consider approval of the discontinuation of the International Baccalaureate (IB) Program at Cookeville High School, effective at the conclusion of the 2025–2026 academic year.

**received**  
7-2-25 MT CM

Mr. Corby King  
Director of Schools  
Putnam County School System  
1400 E Spring St  
Cookeville, TN 38506

Dear Mr. King,

I hope this message finds you well. I am writing to formally request the discontinuation of the International Baccalaureate (IB) Program at Cookeville High School, effective at the conclusion of the current academic year, 2025-2026.

After careful evaluation and discussion with stakeholders, it has become clear that the program no longer meets the needs of our student population. Over the past several years, student enrollment in the IB Program has steadily declined, and despite efforts to promote and support the program, interest remains low. At the same time, the cost of maintaining the program—including annual fees, teacher training, and curriculum requirements—continues to place a significant strain on our school's budget.

In light of these concerns, we believe it is in the best interest of our students and staff to redirect those resources toward programs and initiatives that serve a broader segment of our student body and align more effectively with current academic and career pathways.

We appreciate the support the district has provided throughout the life of the IB Program and the dedication of our teachers and coordinators who have worked hard to make it successful. We are committed to working closely with students, families, and staff to ensure a smooth transition for those currently engaged in the program and to communicate alternative advanced academic opportunities, such as AP and dual enrollment courses.

We understand this request will need to be reviewed and approved by the Board, and we are prepared to provide any additional information or documentation you may need. Please let me know if you would like to discuss this further or if there are specific next steps we should take.

Thank you again for your consideration and continued support.

Sincerely,  
**Karen Trentham**  
Principal  
Cookeville High School

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# Putnam County Board of Education Agenda Request

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the February 1, 2024 BOE meeting:

a renewal (Year #4) of the Student Teaching/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective July 1st, 2025 through June 30th, 2026.

Judy Schinbeckler 7/7/25  
Signature of Person Making Request Date

[Signature] 7/7/25  
Signature of Director of Schools Date

\_\_\_\_\_  
Signature of School Board Chair Date





# Putnam County Board of Education *BOE approved* Agenda Request *SPed*

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the February 1, 2024 BOE meeting:

a renewal (Year #3) of the Student Teaching/Internship Affiliation Agreement between Western Kentucky University and the Putnam County School System effective July 1st, 2024 through June 30th, 2025 leaving an option to renew for one additional year.

*Judy Schinbeckler*  
\_\_\_\_\_  
Signature of Person Making Request

*1-10-24*  
\_\_\_\_\_  
Date

*[Signature]*  
\_\_\_\_\_  
Signature of Director of Schools

\_\_\_\_\_  
Date

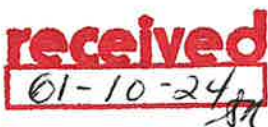


EXHIBIT  
tabbles  
V.F. 7.  
05-06-21

# Putnam County Board of Education Agenda Request

BOE approved  
S Reid

Name of Person Making Request: Dr. Sharon Griggs

Department: Teaching and Learning

Phone Number of Person Making Request: (931)526-9777 ext. 1425

Account Funding Code (if appropriate)

Backup included

Backup to follow

Consider approval of the following for the May 6, 2021 BOE meeting:

- Student Teaching Affiliation Agreement between Western Kentucky University and the Putnam County School System effective the 2021-2022 school year.

*Sharon Griggs*

4/13/21

Signature of Person Making Request

Date

*M J*

04-13-21

Signature of Director Schools

Date

2/5/24 Board Chair signed (initialed)  
for renewal. Copy sent to WKU 2/5/24.  
7/7/25 - Copy sent for board approval for 25/26  
6/14/21

Scanned and sent  
to WKU 6/14/21. Sg

received  
04-13-21  
SR



## Partnership Agreement with Tennessee School District Request for Recognition of Out-of-State and Online EPP

Beginning September 1, out-of-state and online Educator Preparation Providers (EPPs) that place candidates in Tennessee school districts for the required clinical practice component of an educator preparation program must have formal partnership agreements with the school districts hosting their candidates. This includes placement of candidates who are employed as teachers-of-record while completing preparation programs through the job embedded clinical practice option.

Out-of-state and online EPPs that would like to partner with a Tennessee school district must submit a partnership agreement to the Tennessee Department of Education in order to receive partnership recognition. The information completed in Sections 1-5 below may serve as sufficient evidence of a formal partnership agreement. The completed information should be mailed to:

Tennessee Department of Education  
Office of Educator Licensing and Preparation, c/o Martin Nash  
710 James Robertson Parkway, 12th Floor, Andrew Johnson Tower  
Nashville, TN 37243

If you have any questions, contact Martin Nash at [Martin.Nash@tn.gov](mailto:Martin.Nash@tn.gov) or 615-714-3165.

<b>Section 1. Out-of-State or Online EPP Information</b>	
EPP: <input checked="" type="checkbox"/> College <input checked="" type="checkbox"/> Health <input checked="" type="checkbox"/> and <input checked="" type="checkbox"/> Human <input checked="" type="checkbox"/> Services <input checked="" type="checkbox"/> entity <input checked="" type="checkbox"/> of <input checked="" type="checkbox"/> Western <input checked="" type="checkbox"/> Kentucky <input checked="" type="checkbox"/> University <small>(Note: The speech-language pathology program is not approved for teacher certification in Kentucky.)</small>	EPP Mailing Address: 1906 <input checked="" type="checkbox"/> College <input checked="" type="checkbox"/> Heights <input checked="" type="checkbox"/> Boulevard, <input checked="" type="checkbox"/> #11030 Bowling <input checked="" type="checkbox"/> Green, <input checked="" type="checkbox"/> KY <input checked="" type="checkbox"/> 42101
EPP Contact Person: Name Heidi <input checked="" type="checkbox"/> Royse Title Office <input checked="" type="checkbox"/> Associate	EPP Contact Person: <i>April Hardison</i> Telephone 270-745-3473 Email heidi.royse@wku.edu <i>april.hardison@wku.edu</i>
State in which EPP approval is current:	
Website of state agency for approval verification:	
EPP Head Administrator: Name Dr. <input checked="" type="checkbox"/> Danita <input checked="" type="checkbox"/> Kelley Title Associate <input checked="" type="checkbox"/> Dean, <input checked="" type="checkbox"/> College <input checked="" type="checkbox"/> of <input checked="" type="checkbox"/> Health <input checked="" type="checkbox"/> and <input checked="" type="checkbox"/> Human <input checked="" type="checkbox"/> Services	

<b>Section 2. Tennessee School District Information</b>	
School District Name: Putnam <input checked="" type="checkbox"/> County <input checked="" type="checkbox"/> Schools	School District Mailing Address: 1400 <input checked="" type="checkbox"/> East <input checked="" type="checkbox"/> Spring <input checked="" type="checkbox"/> Street Cookeville, <input checked="" type="checkbox"/> TN <input checked="" type="checkbox"/> 38506
School District Contact Person: Name Dr. <input checked="" type="checkbox"/> Sharon <input checked="" type="checkbox"/> Griggs <i>Judy Schinbeckler</i> Title 5-8 <input checked="" type="checkbox"/> Curriculum <input checked="" type="checkbox"/> Supervisor, <input checked="" type="checkbox"/> PCSS	School District Contact Person: Telephone 931-526-9777 Email griggssl@pcsstn.com <i>schinbecklej@pcsstn.com</i>

**Section 3. Authorized EPP and Tennessee School District Signatures and Partnership Duration**

**We have reviewed and will support the implementation of the partnership agreement:**

Danita S. Kelley 04/02/2021  
EPP Signature Date

Danita S. Kelley  
Print or Type Name

Lynn McHenry 05-06-21  
TN School District Signature Date

Lynn McHenry, BOE Chair  
Print or Type Name KE 02-01-24

**Agreement Begins:** 07/01/2021  
Date

**Agreement Ends:** 06/30/2026  
Date

**Section 4. Required Partnership Components**

**A. Describe the roles and responsibilities of the EPP faculty/staff and Tennessee school district personnel, including clinical mentors/cooperating teachers and supervisors as well as the selection criteria for clinical mentors/cooperating teachers.**

EPP Faculty/Staff: See  Attached

Tennessee School District Personnel: See  Attached

**B. Describe expectations regarding the delivery of candidate support and evaluation.**

See  Attached

**Section 5. All Tennessee Endorsements Available through the Partnership Agreement**

Home State Endorsement with Grade Range		Tennessee Endorsement with Grade Range	
1		1	
2		2	
3		3	
4		4	
5		5	
6		6	
7		7	
8		8	
9		9	
10		10	

**Section 6. Additional Partnership Agreement Items (optional)**

Additional partnership agreement items may accompany the above information as appendices. List each appendix item that supports the partnership agreement.

#### EPP Section 4 A&B:

To meet ASHA's Standards for the Certificate of Clinical Competence in Speech-Language Pathology (CCC-SLP), student clinicians must be supervised by an individual who 1) holds ASHA certification in the appropriate profession, 2) has completed a minimum of 12 months (or the part-time equivalent) after earning the CCC-SLP, and 3) has completed a minimum of 2 hours of professional development in the area of clinical instruction/supervision (see Standard VII-B).

According to Standard V-E of both the 2014 and 2020 SLP Certification Standards, the amount of direct supervision must be commensurate with the student's knowledge, skills, and experience; must not be less than 25% of the student's total contact with each client/patient; and must take place periodically throughout the practicum. Supervision must be sufficient to ensure the welfare of the individuals receiving services.

The SLP supervisor of record for the case(S) would be expected to sign all treatment documentation, in accordance with the facility's policies. The supervisor will need to be on site with the student and accessible by the student at any time during the externship. Externship Supervisors will use our web-based database, CALIPSO, to register, evaluate, and approve hours and competencies for students. Supervisors will receive supervisor instructions on how to utilize CALIPSO by the university and will receive ongoing support throughout the externship when needed by the externship coordinator.

Dr. Sharon Guggo 4/13/21  
Supervisor Date



Dear Supervisors,

We are writing to make you aware of some new professional development requirements by ASHA that will go into effect as of January 1, 2021 for both audiologists and speech-language pathologists. According to ASHA, all individuals who hold the CCC-A or CCC-SLP credentials will be required to have at least **one** hour of continuing education each 3-year interval period in the area of **ethics**. Additionally, any individual who serves as a clinical supervisor for students or clinical fellows will be required to obtain **two** hours of professional development in the area of **supervision/clinical instruction** one time only (this is a "one and done" requirement) **prior to providing supervision**.

In order to help our supervisors prepare for these changes, we wanted to make you aware of some free and low cost CEU's available to you right now.

#### Ethics Courses:

- Navigating Ethical Predicaments in Your Work with Diverse Students (Free)  
<https://bilinguistics.com/catalog/speech-pathology-ceus/free-ethics-course-for-speech-language-pathologists/>
- Course # 9901, The Ethical code: An Overview With a Focus on Navigating Social Media and Collaborative Services Free and worth 2 hours: <https://www.superduperinc.com/CEU/courses/>
- Speechpathology.com is offering one free course with the promo code 1FREECOURSE at registration for new members only. You can access this code here:  
<https://www.speechpathology.com/free-ceu-course>
  - [\*\*8616: Mentoring, Professionalism and Ethics in Practicum Students and Colleagues\*\*](#)  
**Presenter:** Angela Sterling-Orth, MS, CCC-SLP; Kay Hagedorn, MS, CCC-SLP  
**Course:** #8616  
**Level: Intermediate, 1.5 hours**
  - [\*\*8459: 20Q: Ethical Issues Associated with the Supervisory Process\*\*](#)  
**Presenter:** Wren Newman, SLP.D, CCC-SLP  
**Course:** #8459  
**Level: Intermediate, 0.5 hours**
  - [\*\*Supervision of Supervisees in an Ethical Manner\*\*](#)  
**Presenter:** Wren Newman, SLP.D, CCC-SLP  
**Course:** #8561  
**Level: Intermediate, 1 Hour**

#### Supervision Courses:

- Speechpathology.com is offering one free course with the promo code 1FREECOURSE at registration. Some of their supervision courses include:

- **The Mighty Mentor: Activating your supervisor superpowers!**  
**Presenter:** Jennifer Kerr, MS, CCC-SLP,  
**Course:** #8690  
**Level:** Intermediate, 1.5 Hour
  
- **The Art of Debriefing: Key Elements in CSD Simulation Education**  
**Presenter:** Carol Szymanski, PhD, CCC-SLP, CHSE  
**Course:** #8704  
**Level:** Intermediate, 1.5 Hour
  
- **Speech-Language Pathology Student Anxiety, Expectations, and Needs During Clinical Practicum**  
**Presenters:** Laura Plexico, PhD, CCC-SLP, Allison M. Plumb, PhD, CCC-SLP, Daniel E. Phillips, EdD, CCC-SLP  
**Course:** #8526  
**Level:** Intermediate, 1 Hour
  
- **Supervision of Simulation Modalities in CSD Programs**  
**Presenter:** Clint Johnson, MA, CCC-SLP, CHSE  
**Course:** #8491  
**Level:** Intermediate, 1.5 Hours
  
- **Simucase: A Comprehensive Guide to Faculty and Clinical Instructor Training**  
**Presenter:** Clint Johnson, MA, CCC-SLP, CHSE  
**Course:** #8311  
**Level:** Intermediate, 1.5 Hours
  
- **Supervision and Critical Thinking: From Novice to Expert**  
**Presenter:** Shelley Victor, Ed.D, CCC-SLP  
**Course:** #8147  
**Level:** Introductory, 1 Hour
  
- **Clinical Supervision for Speech-Language Pathologists (SLPs) and Audiologists: \$29 for 2 hours of CE**
  - <https://www.pdresources.org/course/index/3/1374/Clinical-Supervision-for-Speech-Language-Pathologists-and-Audiologists>
  - receive 20% off now by going here: <https://blog.pdresources.org/save-10-now/>
  
- **Elements of Effective Supervision and Mentoring: \$25 for 2 hours of CE**
  - <https://www.homececonnection.com/course/elements-of-effective-supervision-and-mentoring/state/kentucky/discipline/slp/?wpv-states=kentucky&wpv-discipline=slp>
  - Use Promo Code CATALOG10 to save 10%

We greatly appreciate you providing supervision to our students and hope that this helps you prepare for the upcoming changes in certification standards. Please make sure you retain a copy of your certificate of completion for all courses. Our University will require a copy of your certificate prior to placing students in the future.

Sincerely,  
April Hardison



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate) N/A

Backup included

Backup to follow

Consider approval of the following for the August 7, 2025 BOE meeting:

A one year extension of the Educator Preparation Provider (EPP) / Local Education Agency (LEA) State Recognized Partnership Agreement between University of TN Martin and the Putnam County School System effective 7/1/25 - 5/31/26.

Judy Schinbeckler 7-7-25  
Signature of Person Making Request Date

[Signature] 7-7-25  
Signature of Director of Schools Date

\_\_\_\_\_  
Signature of School Board Chair Date

**received**  
7-7-25 [initials]

### Amendment 1

This Amendment 1, effective **8/1/2025**, amends the **Affiliation Agreement** between **The University of Tennessee, on behalf of its Martin campus**, and **Putnam County School System**, dated **8/12/2024**. Except as amended below, all other terms of the agreement remain unchanged.

The parties agree as follows:

The parties agree to extend the contract term through **5/31/2026**.

The parties agree to add Paragraph 13 below to the "Specific Responsibilities" outlined in Section D of the Affiliation Agreement:

13. Affiliate shall treat all student education records that are protected by FERPA and by applicable state law confidentially and not disclose such student education records except to Institution and Affiliate officials who need the information to fulfill their professional responsibilities pursuant to the Agreement, or as otherwise required or permitted by law. Affiliate shall not release or disclose such confidential student information to a third party without the prior written authorization of Institution and the student, a court order, or as permitted by law. To the extent it is legally permitted to do so, Affiliate shall provide reasonable notice to Institution of all such requests or court orders for Institution to take other appropriate action to prevent unauthorized disclosure of such student records.

The parties are signing this amendment on the effective date mentioned in the introductory clause.

**The University of Tennessee**

**Putnam County School System**

Signature: Signed by: Petra McPhearson

Signature: \_\_\_\_\_

Name: Petra McPhearson

Name: \_\_\_\_\_

Title: Senior Vice Chancellor of Finance and Administration

Title: School Board Chair

7/1/2025 | 07:47:57 PDT

BOE Approved  
m. Talbot



# Putnam County Board of Education Agenda Request

*Approved & signed copy  
emailed to  
Dr. Stanton Watson  
10-9-24*

Name of Person Making Request: Judy Schinbeckler

Department: Educator Support

Phone Number of Person Making Request: 931-526-9777 ext 1446

Account Funding Code (if appropriate) N/A


Backup included

Backup to follow

Consider approval of the following for the October 3rd, 2024 BOE meeting:

Student Teacher Partnership Agreement between University of TN Martin and the Putnam County School System effective 8/28/24 - 6/30/25.

*Judy Schinbeckler* *Aug. 28, 2024*  
Signature of Person Making Request Date

 *8/29/24*  
Signature of Director of Schools Date

**AFFILIATION AGREEMENT BETWEEN  
THE UNIVERSITY OF TENNESSEE  
AND  
PUTNAM COUNTY SCHOOL SYSTEM**

This Agreement is between The University of Tennessee, acting on behalf of its Martin campus, ("Institution") and Putnam County School System ("Affiliate").

Whereas, it is to the mutual benefit of the parties to provide experience for students enrolled in certain programs of the Institution, the parties have agreed to the terms and provisions set forth below:

- I. **Purpose** - the purpose of this Agreement shall be to provide experience to students enrolled in the Educator Preparation Program ("Students") of the Institution.

Consideration for this Agreement shall consist of the mutual promises contained herein, the parties agreeing that monetary compensation shall neither be expected nor received by either party. Students accepted into the UT Martin Grow Your Own Apprenticeship program and the Job Embedded Pathway may be paid Affiliate employees.

- A. The student teaching or practicum experience shall be provided at the Affiliate's Facility located at 1400 East Spring Street, Cookeville, TN 38506, hereinafter referred to as "Facility".
- B. The specific experience to be provided students is described in Exhibit A.

- II. **Terms and Conditions** - pursuant to the above-stated purpose, the parties agree as follows:

- A. **Term** - the term of this Agreement shall be for one year commencing August 12, 2024.

Either party may terminate this Agreement upon giving thirty (30) days written notice to the other party. Such termination shall have no effect on Students receiving experience during the current academic term, and the terms of this Agreement shall continue to apply with respect to those Students.

- B. **Placement of Students** – As mutually agreed between the parties, the Institution will place an appropriate number of Students at the Facility each academic term.
- C. **Discipline** - While enrolled in experience at the Facility, Students (and faculty, if applicable), will be subject to applicable policies of the Institution and the Affiliate.

Students shall be dismissed from participation in the Institution's program only after the appropriate disciplinary or academic policies and procedures of the Institution have been followed. However, the Affiliate may immediately remove from the Facility any Student who poses an immediate threat or danger.

- D. **Specific Responsibilities** - The following duties shall be the specific responsibility of the designated party:
1. Institution shall be responsible for the selection of Students to be placed at the Facility.
  2. Affiliate and Institution shall provide orientation to the Facility for Students.
  3. Affiliate shall be responsible for scheduling training activities for Students.
  4. Affiliate shall be responsible for supervising Students at all times while present at the Facility for experience.
  5. Facility and Institution shall evaluate the performance of individual Students as appropriate.
  6. The Affiliate shall retain complete responsibility for client care providing adequate supervision of Students (and faculty, if applicable) at all times.
  7. Students will not be expected nor allowed to perform services in lieu of employees. (The last sentence does not apply to Students who are also Affiliate employees.)

8. Additional duties are as listed in Exhibit B.
9. The Affiliate may provide emergency medical treatment to Students (and faculty, if applicable) if needed for illness or injuries suffered during experience. Such treatment shall be at the expense of the individual treated.
10. The Affiliate shall maintain all applicable accreditation requirements and certify such compliance to the Institution or other entity as requested by the Institution. The Affiliate shall also permit authorities responsible for accreditation of the Institution's curriculum to inspect the Affiliate's clinical facilities and services, as necessary, provided that the Affiliate is provided reasonable notice of the time and need for inspection.
11. The Institution shall establish a procedure for notifying the Affiliate if a Student (or faculty, if applicable) is/are unable for any reason to report for training.
12. If the Affiliate requires written evidence of professional and general liability insurance coverage from individual Students participating in the experience, the minimum amount of coverage per individual shall be not less than \$1,000,000 per occurrence and \$3,000,000 in the annual aggregate, per program participant, with insurance carriers or self-insurance programs approved by Facility.

The coverage shall extend through the term of the student's participation. If such coverage is provided on a claims- made basis, then such insurance shall continue throughout the term of this Agreement and upon the termination of this Agreement, or the expiration or cancellation of the insurance, Institution shall require each individual participant to purchase tail coverage for a period of three years after the termination of this Agreement or the expiration or cancellation of the claim-made coverage (said tail coverage shall be in amounts and type equivalent to the claims- made coverage.)

**E. Mutual responsibilities** - the parties shall cooperate to fulfill the following mutual responsibilities:

1. Each party shall comply with all federal, state and municipal laws, advice, rules and regulations which are applicable to the performance of this Agreement.
2. **Background Checks:** In accordance with Tennessee Educator Preparation Policy 5.504 and T.C.A. § 49-5- 5610, all candidates for admission to the educator preparation program must supply a fingerprint sample and submit to a criminal history records check (See Exhibit C for background check requirements) to be conducted by the Tennessee Bureau of Investigation (TBI) and the Federal Bureau of investigation (FBI). Education Students are required to submit the background check and release form upon application to the program. Recognizing that Students were required to submit a background check when enrolling in the program, Affiliate agrees to accept the results of the background check done prior to the Student's initial placement if (1) the results of the background check were issued within twelve (12) months of a student's placement with Affiliate, (2) the Student maintains continuous enrollment in the program, and (3) the results of the background check are archived by the background check agency. If the Affiliate requires more current background check results than the ones provided by the Institution, the Affiliate shall notify the Institution that the Students will be required to complete the more current criminal background check at the expense of the Student.

If criminal background checks are required for Institutional faculty or staff, it shall be the Institution's responsibility to arrange for the background check, to pay all costs associated with such checks and to provide the results to the Affiliate.

It shall be the responsibility of the Institution to set the eligibility standards for participation and to evaluate the results of the background checks. If Affiliate determines that a Student or faculty /staff member shall not participate at its facility, Affiliate shall so notify that individual and the Institution. Institution shall take steps to ensure that this individual does not participate in the clinical program at the Affiliate.

If an Institutional faculty/staff member is also an employee of Affiliate, Affiliate will allow the faculty/staff member to provide on-site supervision and instruction for its education program without the necessity of undergoing an additional background check.

Institution shall inform Students or faculty/staff members excluded from placement on the basis of a criminal background check of any review or appeal process available pursuant to the Fair Credit Reporting Act or any other law or policy, if any.

3. Students shall be treated as trainees who have no expectation of receiving compensation or future employment from the Affiliate or the Institution. This does not apply to Students who are employees of Affiliate.
4. Any courtesy appointments to faculty or staff by either the Institution or the Affiliate shall be without entitlement of the individual to compensation or benefits from the appointing party.
5. The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990, and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status, national origin, citizenship status or genetic information.

The parties also agree to take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, religion, creed, color, sex, age, disability, veteran status, national origin, citizenship status or genetic information. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection available to employees and applicants for employment.

6. The confidentiality of student records shall be maintained at all times.
7. Data Sharing Agreement – Addendum A – is hereby incorporated into this Agreement.

**F. Miscellaneous Terms** – The following terms shall apply in the interpretation and performance of this Agreement:

1. Neither party shall be responsible for personal injury or property damage or loss except that resulting from its own negligence or the negligence of its employees or others for whom the party is legally responsible.
2. The delay or failure of performance by either party shall not constitute default under the terms of this Agreement, nor shall it give rise to any claims against either party for damages. The sole remedy for breach of this Agreement shall be immediate termination.
3. This Agreement shall in no way be interpreted as creating an agency or employment relationship between the parties.
4. Entire Agreement. This Agreement and its accompanying Exhibits, made a part hereof, set forth the entire Agreement with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.
5. Severability. If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.
6. No Waiver. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any of the provisions contained herein.
7. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Tennessee.

- 8. Assignment; Binding Effect. Institution may not assign or transfer any part of its rights, duties, or obligations under this Agreement, in whole or in part, without the prior written consent of Affiliate. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns.
- 9. Notices. All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to Affiliate: Putnam County School System  
 1400 East Spring Street  
 Cookeville, TN 38506

Attention: Mr. Corby King, Director of Schools

Copy to:

\_\_\_\_\_

If to Institution: The University of Tennessee at Martin  
 Finance and Administration  
 224 Hall-Moody Administration Bldg.  
 UT Martin, Martin, TN 38238  
 Attention: Petra McPhearson, Senior Vice Chancellor for Finance & Administration

or to such other persons or places as either party may from time to time designate by written notice to the other.

- 10. The State of Tennessee is self-insured and does not carry or maintain commercial general liability insurance. Any and all claims against the State of Tennessee, including the Institution or its employees, shall be heard and determined by the Tennessee Claims Commission in the manner prescribed by law. Damages recoverable against the Institution shall be expressly limited to claims paid by the Claims Commission pursuant to T.C.A. Section 9-8-301 et seq.

In witness whereof, the parties, through their authorized representatives, have affixed their signatures below.

**UNIVERSITY OF TENNESSEE**

**PUTNAM COUNTY SCHOOL SYSTEM**

BY: \_\_\_\_\_

BY: 

TITLE: \_\_\_\_\_

TITLE: Director of Schools

DATE: \_\_\_\_\_

DATE: 10/03/24

## **Exhibit A**

### **Teacher Candidate experiences:**

- i. Provide opportunities for the Student to engage in a variety of activities under supervision and for the purpose of evaluating the Student's performance.
- ii. Provide a supervisory contact that involves some examination of the Student's work using audio/visual, observation, or live supervision and interaction.

### **Potential Student Teaching Activities:**

1. Assisting students with their work
2. Assisting with laboratory projects
3. Working with individuals or small groups
4. Assisting with supervision during study period or recess
5. Gathering resources and materials
6. Reading literature aloud
7. Co-planning with Cooperating Teacher
8. Co-teaching
9. Teaching all classes/periods of instruction
10. Supervision during school
11. Professional development meetings
12. School activities after school hours
13. Working with student clubs and organizations
14. Communication with parents
15. Observation of educators in the school

## **Exhibit B Additional Duties**

The Institution agrees:

1. to assign a faculty supervisor to facilitate and to coordinate the student teaching and/or practicum and/or internship experience;
2. that the faculty supervisor shall be available for consultation with both Affiliate supervisor and Student;
3. to select a Student who has completed all of the prerequisite courses and practicum experience;
4. to provide the Affiliate prior to or at the time of placement of the Student the following information:
  - a. a profile of the Student,
  - b. an academic calendar that shall include dates for periods during which the Student will be graded,
  - c. course outline delineating program expectations,
  - d. a Student Teaching Handbook and/or School Counseling Handbook, outlining the specific requirements and expectations of Students, site supervisors, and university supervisors;
5. to notify the Student that he/she must adhere to the administrative policies, rules, standards, schedules, and practices of the Affiliate;
6. to advise the Student that he/she must have adequate liability and accident insurance; and,
7. that the faculty supervisor is responsible for the assignment of the Student.
8. For School Counseling – to provide one hour of consistent supervision with site supervisor on a weekly basis.

The Affiliate agrees:

1. to provide the Student with an overall orientation to the Affiliate's specific services necessary for the implementation of the practicum experience and/or student teaching experience or school counseling practicum and/or internship;
2. to designate a supervisor with appropriate credentials, time, and interest for monitoring the Students;
3. to provide opportunities for the Student to engage in a variety of educational activities under supervision and for the purpose of evaluating the Student's performance;
4. to provide the Student with adequate work space, telephone, or office supplies necessary to conduct the activities above;
5. to allow two visits per semester for supervisory contact that involves some examination of the Student's work using audio/visual, observation, or live supervision and interaction;
6. to provide written evaluation of Student's performance based on criteria established by the Institution's programs; and
7. to immediately contact Institution's faculty supervisor should any problem occur.

The Student Teacher shall be required:

1. to purchase and maintain liability insurance for the duration of the experience;

2. to adhere to the administrative policies, rules, standards, and practices of the Institution and Affiliate;
3. to adhere to the ethical standards of the code of ethics outlined in the Student Teaching Handbook with the understanding that any breach of these ethics or any unethical behavior on his/her part will result in the removal of the Student from the Facility, a failing grade, and documentation of behavior in the Student's permanent record;
4. to keep the Affiliate and the faculty supervisors informed about his/her student teaching, and/or practicum, experiences at all times;
5. to complete the appropriate number of hours; and

The School Counselor Student shall be required to:

1. to purchase and maintain liability insurance for the duration of the experience;
2. to adhere to the administrative policies, rules, standards, and practices of the Institution and Affiliate;
3. to adhere to the ethical standards of the code of ethics outlined in the School Counseling Handbook with the understanding that any breach of these ethics or any unethical behavior on his/her part will result in the removal of the Student from the Facility, a failing grade, and documentation of behavior in the Student's permanent record;
4. to keep the Affiliate and the faculty supervisors informed about his/her practicum, or internship experiences at all times;
5. conduct or teach individual lessons or counseling sessions.
6. Record individual lessons or counseling sessions to be submitted to the university. All recordings shall be used for candidate evaluation purposes. They shall be uploaded and reviewed in Canvas which is HIPAA compliant. All recordings shall be deleted at the close of the semester.
7. lead or teach a lesson or counseling session from start to finish.
8. teach classroom guidance lessons and/or lead meetings for students.
9. be observed completing the following four activities: group counseling sessions, individual counseling sessions, classroom lessons, and college/career activities.

**Exhibit C**  
**Background**  
**Check**  
**Requirements**

The background check for Students shall include the following: Check all that apply:

- Social Security Number Verification
- Criminal Search (7 years or up to 5 criminal searches);
- Employment Verification to include reason for separation and eligibility for re-employment for each employment;
- Violent Sexual Offender and Predator Registry search;
- HHS/OIG List of Excluded Individuals/Entities;
- GSA List of Parties Excluded from Federal Programs;
- U.S. Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN);
- Applicable State Exclusion List, if one.

The background check for staff/faculty, if licensed or certified caregivers, shall include all of the above and, in addition, shall include the following:

Check all that apply:

- Education verification (highest level);
- Professional License Verification;
- Certification & Designation Check;
- Professional Disciplinary Action Search;
- Department of Motor Vehicle Driving History, based on responsibilities;
- Consumer Credit Report, based on responsibilities.

Should the background check disclose adverse information as to any Student and/or member of the staff/faculty, Institution shall immediately remove such individual from participation in the Program at the Affiliate.

If Affiliate requires background checks on criteria in addition to that specified above, it shall be the responsibility of the Affiliate to conduct, evaluate, and pay for the extra checks.

Addendum A  
Data Sharing Agreement

A. Both INSTITUTION and AFFILIATE will share relevant data and will collaboratively develop goals and strategies to recruit, select, and support program completion for high-quality candidates from a broad range of backgrounds and diverse populations that reflect the diversity of America's P-12 students.

- INSTITUTION and AFFILIATE recruitment plan identifies and addresses community, state, national, regional, and local needs for hard-to-staff schools and shortage fields, currently, STEM, English-language learning, and students with disabilities.
- INSTITUTION and AFFILIATE recruitment plan specifically focuses on (a) the recruitment of candidates of under-represented racial and/or ethnic groups, (b) the recruitment of candidates of under-represented genders, (c) identification of goals and specific strategies that are informed by data and aligned to state and/or local needs, (d) identification of dedicated resources (human and fiscal), (e) clear timelines and deliverables, and (f) identification of INSTITUTION and AFFILIATE roles and responsibilities.
- INSTITUTION and AFFILIATE recruitment plan will be reviewed and evaluated annually with adjustments being made based on the recruitment plan outcomes.

A.1 INSTITUTION, serving as School Official of AFFILIATE as defined by 20 USC ss1232g; 34 CFR Part 99, and in compliance with AFFILIATE Policies district policy number- (Personnel Files) and district policy number (Student Educational Records) will:

1. Perform institutional services or function for which the AFFILIATE would otherwise use employees,
2. Use shared data and information under the direct control of AFFILIATE regarding the use and maintenance of education records,
3. Agree not to disclose or use data outside of the of the designated purpose as pursuant to 34 CFR ss 99.33(a) as related to FERPA regulations controlling the use and disclosure of Personally Identifiable Information, and
4. Meet the criteria listed in AFFILIATE annual notification of FERPA Rights for being a School Official with a legitimate educational interest

A.2. AFFILIATE, serving as a School Official of INSTITUTION as defined by 20 USC ss1232g; 34 CFR Part 99, will :

1. Perform institutional services or functions for which the INSTITUTION would otherwise use employees,
2. Use shared data and information under the direct control of INSTITUTION regarding the use and maintenance of education records,
3. Agree not to disclose or use data outside of the designated purpose of pursuant to 34 CFR ss 99.33(a) as related to FERPA regulations controlling the use and disclosure of Personally Identifiable Information, and

4. Meet the criteria listed in INSTITUTION's notification of FERPA Rights for being a School Official with a legitimate educational interest.

A.3. AFFILIATE and INSTITUTION wish to create, improve, and evaluate collaborative educational programs through the analysis of data concerning students and education professionals who have previously or are now attending INSTITUTION. Therefore, it is necessary for the parties to reciprocally share data for the purpose of evaluating and analyzing their respective educational preparation and support programs.

B. AFFILIATE and INSTITUTION agree to the following terms of this agreement:

B.1. Data Sharing: AFFILIATE and INSTITUTION shall provide one another with data concerning teacher candidates, teachers, education leaders, students, and educator vacancies in addition to any other relevant and available data source. Available data shall be provided in the manner and form as specified by the designated representatives or designee of AFFILIATE and INSTITUTION. These data may include:

1. Data necessary to fulfill partnership agreement requirements and duties,
2. Teacher effective data from tests administered in accordance with ESSA and TCA 49-1-602,
3. Educator evaluation data, to be used for the purposes of improving preparation programs,
4. Student data for AFFILIATE graduates who have matriculated into INSTITUTION to be used for the purpose of recruiting and co-selecting participants in the AFFILIATE /INSTITUTION collaborative educator preparation pipeline programs (Grow Your Own), inclusive of program of study, academic performance, and/or status within the university.

The shared data shall be used only for the purpose of providing an evidence-base to inform the creating, designing, evaluating, and improving of collaborative educator preparation programs; with INSTITUTION assisting in the services or functions for which KCS would otherwise use their employees.

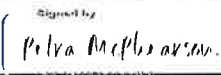
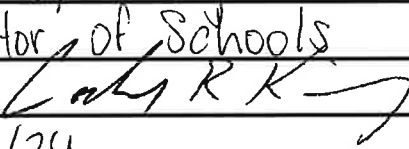
INSTITUTION will share data related work products via mutually agreed upon secure electronic submission. This data may include personally identifiable information included by not limited to names, gender, and ethnicity as well as status in the teacher education program. Any data received pursuant to this agreement shall be destroyed when it is no longer needed for collaborative improvement processes, or upon termination of this Agreement, whichever comes first. Affiliate shall certify such destruction upon request by Institution.

B.2. Confidentiality: INSTITUTION and AFFILIATE will maintain the confidentiality of any and all data, to the extent allowed by law, exchanged as a part of this agreement. The confidentiality requirements under this paragraph shall survive the expiration or termination of this agreement or any subsequent agreement intended to supersede this agreement. AFFILIATE and INSTITUTION agree to the following system of safeguards:

1. Ensuring that all shared data records are kept in secured facilities and access to such records is limited only to personnel who are authorized to have access to said data under this section of the agreement.

2. Secure passwords will be needed to access computer and cloud-based databases used to process, store, transmit, or analyses data provided under this agreement.
3. Good practices for assigning and/or securing passwords will be maintained to ensure the integrity of the systems used to secure computer and cloud-based databases used to process, store, transmit, or analyses data provided under this agreement.
4. Systems that ensure that all confidential data processed, stored, transmitted, and analyzed under the provisions of this agreement shall be maintained in a secure manner that prevents the interception, diversion, or other unauthorized access to said data.
5. Ensuring that any and all disclosures of confidential data comply with FERPA and Tennessee law relating to the privacy rights of students and educators, such as TCA Title 49-Education.

The details of this agreement are subject to continuing review and may be changed through collaborative agreement by the participating parties in the best interest AFFILIATE and INSTITUTION. Additionally, no person on the grounds of disability, age, race, color, religion, sex, national origin, veteran status, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination, and shall post in conspicuous places, available to all employees and applicants, notice of nondiscrimination.

Certification (Signature verify partnership)	
Institution	Name: Petra McPhearson
	Title: Senior Vice Chancellor, Finance & Administration
	Signature: 
	Date: 10/6/2024   20:50:16 PDT
AFFILIATE Director of Schools	Name: Corby King
	Title: Director of Schools
	Signature: 
	Date: 10/9/24



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request: 931.526.9777.1435

Account Funding Code (if appropriate)

Backup included

Backup to follow

**Approval of the official request from Putnam County Education Association (PCEA) for the continuation of Collaborative Conferencing among the Putnam County Board of Education employees and the Putnam County School Board, as submitted.**

Respectfully submitted,

  
Angie Knight  
07/7/2025

  
\_\_\_\_\_  
Signature of Person Making Request

7-7-2025  
\_\_\_\_\_  
Date

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

7-8-2025  
\_\_\_\_\_  
Date

**received**  
7-8-25 MT



## Putnam County Education Association

July 8, 2025

Putnam County School Board,

Please find enclosed in this envelope the official Petition for the Continuation of Collaborative Conferencing among Putnam County School employees and the Putnam County School Board.

Per state law, we are respectfully requesting that this item be added to the agenda for the regularly scheduled August Putnam County School Board Meeting for consideration.

We look forward to continuing the process and vote later on this year.

If you have any questions and/or concerns, please reach out to the PCEA Executive Committee members: John Apple, Amy Forrest, and Christi Root.

Blessings,

John F. Apple,  
PCEA Executive Board Member

EXHIBIT  
VI F12  
08-07-25  
tabbles



### PCSS Board Agenda Request

Date June 10, 2025

Department Teaching and Learning

Person Submitting Dr. Winningham

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

Consider approval of the discontinuation of the Middle Years Programme (MYP) at Avery Trace Middle School, effective immediately.

**received**  
7-10-25 MAT *CK*

Mr. Corby King  
Director of Schools  
Putnam County School System  
1400 E Spring St  
Cookeville, TN 38506

Dear Mr. King,

I am writing to bring forward a matter of significant importance regarding the International Baccalaureate (IB) Middle Years Programme (MYP) currently offered at Avery Trace Middle School. After a thorough review and discussions with school leadership, faculty and stakeholders, I am writing to formally request the discontinuation of the Middle Years Programme at Avery Trace Middle School, effective immediately.

While the MYP has provided valuable opportunities for students, fostering critical thinking, global-mindedness, and rigorous academic engagement, the financial requirements to sustain the programme have become increasingly challenging. Costs associated with IB authorization fees, annual programme fees, training, and ongoing professional development for staff continue to place a considerable burden on our limited budget.

As we prioritize equitable resource allocation and ensure that all students have access to high-quality educational experiences, we must evaluate whether we can continue supporting the MYP without compromising other essential programs and services across the district. Discontinuing the programme would allow us to redirect these funds toward broader instructional initiatives and interventions that serve a greater number of students.

We understand this request will need to be reviewed and approved by the Board, and we are prepared to provide any additional information or documentation you may need. Please let me know if you would like to discuss this further or if there are specific next steps we should take.

Sincerely,  
Lesley Herron  
Principal  
Avery Trace Middle School



## PCSS Board Agenda Request

Date: July 1, 2025

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Maffett Loftis Engineering, LLC, Cookeville, TN for a plumbing investigation of White Plains Academy (as outlined in their proposal dated July 1, 2025) in the amount of "Not to Exceed" \$9,000.00 to be paid for from 141-72620-399

**received**  
7-14-25 MT CM





**Maffett Loftis Engineering, LLC**  
1 South Jefferson Avenue, Suite 101  
Cookeville, TN 38501  
Tel: (931) 526-5143  
[www.maffett-loftis.com](http://www.maffett-loftis.com)

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July 1, 2025

John Magura, Maintenance Supervisor  
Putnam County Schools  
1400 East Spring Street  
Cookeville, Tennessee 38506

Re: White Plains Academy Plumbing Investigation  
Algood, Tennessee

Dear John,

Thank you for the opportunity to provide the following Engineering Design Services proposal for the above referenced project.

The following represents my understanding of the project work scope:

- 1) There are significant issues with the domestic water and sanitary sewer systems at the White Plains Academy building.
- 2) The systems need to be inspected to determine the sources of the problems.
- 3) A plan needs to be prepared to correct the problems and return the systems to good working order.

Maffett Loftis proposes the following approach to address the project needs:

- 1) Site survey:
  - a. Visual inspection of the systems by the engineering team.
  - b. Camera survey of sanitary lines in problem areas.
    - i. Performed by a plumbing contractor
    - ii. MLE will solicit proposals from qualified contractors to perform this work.
- 2) Evaluation of findings:
  - a. MLE will review the findings of the visual inspections and camera surveys.
  - b. A report on the findings will be generated and presented to the owner, indicating the problem areas and the source of the issues.
- 3) Planning:
  - a. MLE will propose a plan for repairs to correct the issues found.

Our services include:

- 1) Site visit
- 2) RFPs for contractor surveys
- 3) Findings report
- 4) Project proposal for repairs

Not included in this proposal, but can be added as additional service if desired

- 1) Construction Cost Estimating
- 2) Drawings of the existing systems

Information needed to begin project:

- 1) Plumbing plans of the existing systems (if available)
- 2) Maffett Loftis will need extensive access to the facility during the investigation phase.

### **General Conditions**

Billing shall be monthly based on efforts expended for the previous month and/or phase completion. Payment is due upon receipt. 1.5% interest shall accrue per month for outstanding balances beyond 30 days past due.

The proposal is valid for thirty days.

Designer reserves the right to advertise their involvement with this project. Advertisement may be in the form of project information and/or photographs posted on the Designer's website or other similar media.

This proposal is based on continuous project workflow. Additional fees will be charged for work stoppages exceeding 30 days. Additional restart fee shall be calculated at 10% of the fee billed at the time of the work stoppage.

The Client and Designer (hereafter Parties) shall indemnify and hold each other, their employees, agents, and representatives harmless from all liability, cost, expenses, including attorney's fees, from and against any and all claims, judgments, loss or damage on account of injuries, disease, or death to any person, or damage to property arising directly or indirectly out of or in connection with the negligent, acts, errors or omissions, or the failure to comply with the professional standard of care by the Parties.

Designer's liability including indemnification, however caused, is limited to the amount of Designer's fees received from the Client.

If there is anything in this proposal that does not adequately represent the Project or the Designer's services, please let it be known and adjustments can be made. If the Client agrees with this proposal, and wishes for the Designer to proceed with the work scope, please email a signed copy of the proposal to the Designer.

We appreciate the opportunity and are looking forward to working with you.

Justin B. Newell, PE  
Maffett Loftis Engineering, LLC

See below for fee and signature sheet.

Not included in this proposal, but can be added as additional service if desired

- 1) Construction Cost Estimating
- 2) Drawings of the existing systems

Information needed to begin project:

- 1) Plumbing plans of the existing systems (if available)
- 2) Maffett Loftis will need extensive access to the facility during the investigation phase.

### **General Conditions**

Billing shall be monthly based on efforts expended for the previous month and/or phase completion. Payment is due upon receipt. 1.5% interest shall accrue per month for outstanding balances beyond 30 days past due.

The proposal is valid for thirty days.

Designer reserves the right to advertise their involvement with this project. Advertisement may be in the form of project information and/or photographs posted on the Designer's website or other similar media.

This proposal is based on continuous project workflow. Additional fees will be charged for work stoppages exceeding 30 days. Additional restart fee shall be calculated at 10% of the fee billed at the time of the work stoppage.

The Client and Designer (hereafter Parties) shall indemnify and hold each other, their employees, agents, and representatives harmless from all liability, cost, expenses, including attorney's fees, from and against any and all claims, judgments, loss or damage on account of injuries, disease, or death to any person, or damage to property arising directly or indirectly out of or in connection with the negligent, acts, errors or omissions, or the failure to comply with the professional standard of care by the Parties.

Designer's liability including indemnification, however caused, is limited to the amount of Designer's fees received from the Client.

If there is anything in this proposal that does not adequately represent the Project or the Designer's services, please let it be known and adjustments can be made. If the Client agrees with this proposal, and wishes for the Designer to proceed with the work scope, please email a signed copy of the proposal to the Designer.

We appreciate the opportunity and are looking forward to working with you.

Justin B. Newell, PE  
Maffett Loftis Engineering, LLC

See below for fee and signature sheet.



**Engineering Fees and Signature Sheet**

Hourly rates, listed below, for in-office work shall apply to requested efforts beyond the scope outlined in this proposal:

Principle Engineer:	\$275.00	Designer:	\$125.00
Project Manager:	\$225.00	Drafting:	\$ 105.00
Engineer:	\$175.00	Clerical:	\$ 85.00

If the Client request specific engineering tasks beyond the outlined scope in this proposal, the Designer shall provide a fixed fee proposal for additional services.

**Engineering fee structure for the services outlined in this proposal:**

1. Estimated hours:

Principle Engineer	15	\$	275.00	\$	4,125.00
Engineer	25	\$	175.00	\$	4,375.00
Clerical	2	\$	85.00	\$	170.00
Total =				\$	8,670.00

2. MLE shall invoice the owner for the cost of the camera survey at a rate of 120%.

**Total Fee Not to Exceed ..... \$9,000.00 plus Survey Cost**

**Authorization / Approval** Each Party (Client and Designer) warrants and represents to the other that it has full right and authority to enter this Agreement, and that the person signing this Agreement on behalf of such Party is duly authorized by all necessary company documents or operating agreements (as applicable) to do so.

In Witness Whereof and by signing below, the Client and Designer hereby agrees and accepts the terms and scope herein.

<p><b>Maffett Loftis Engineering (Designer)</b></p> <p>By: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p><b>Putnam County (Client)</b></p> <p>By: _____</p> <p>Print Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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## PCSS Board Agenda Request

Date: July 16, 2025

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Cookeville Heating and Cooling, Cookeville, TN for the replacement of a 20 ton roof top unit on the Prescott South Elementary's gym in the amount of \$52,305.00 to be paid for from 141-72620-399

**received**  
7-21-25 MT 



QUOTE  
Number 3511

COOKEVILLE HEATING & COOLING SERVICES, LLC.  
347 EAST STEVENS STREET  
COOKEVILLE, TN 38501  
(931) 528-5514

To:  
PUTNAM CO BOARD OF EDUCATION  
ELEMENTARY  
1400 E SPRING ST  
COOKEVILLE, TN 38501

PRESCOTT SOUTH (ELEMENTARY)  
115 W CEMETERY RD  
COOKEVILLE, TN 38506

QUOTE DATE	FOR	PAGE
7/2/2025	20-Ton RTU	1

Thank you for the opportunity to provide this proposal for the below referenced project. This proposal includes all necessary equipment, materials and labor required for the following scope of work:

**Option 1: 20-Ton RTU Foundation**  
**JCI RTU M#J20BQE72R4SZZ2002B S#N0M9347352**  
 Replace the unit listed above with a new 20-ton Trane RTU  
 Remove and set new unit in place using a crane  
 New unit will be sat on a roof top curb adapter  
 Install new electrical disconnect  
 Unit will be a Trane Precedent Series  
 The unit will NOT have Bacnet or Sensors installed  
 ALC will need provide Bacnet and Sensors  
 Customer is responsible to contract ALC  
 Warranty is (5) year compressor, (1) year parts and labor

~~TOTAL AMOUNT \$ 52,305.00~~

**Option 2: 20-Ton RTU Precedent**  
**JCI RTU M#J20BQE72R4SZZ2002B S#N0M93473**  
 Replace the unit listed above with a new 20-ton Trane RTU  
 Remove and set new unit in place using a crane  
 New unit will be sat on a roof top curb adapter  
 Install new electrical disconnect  
 Unit will be a Trane Precedent Series  
 The unit will come with Bacnet and all sensors  
 ALC will need to connect controls system  
 Customer is responsible to contract ALC  
 Warranty is (5) year compressor, (1) year parts and labor

**TOTAL AMOUNT \$ 52,305.00**

**WE SINCERELY APPRECIATE YOUR BUSINESS!**

Should you have questions with regards to this proposal, please direct them to , .  
Upon acceptance of this proposal, please sign and email back to .

Signature of Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Name/Title (Please Print): \_\_\_\_\_

Any additional repairs will be billed on a time and material basis.  
This proposal is valid for 10 day

ALL LABOR ON REPAIR WORK WILL BE WARRANTIED FOR A PERIOD OF 90 DAYS UNLESS OTIHERWISE STATED. ALL PARTS WILL BE WARRANTIED PER MANUFACTURE'S WARRANTY. IT IS FUTURE UNDERSTOOD THAT IN THE EVENT IT IS NECESSARY FOR THE SELLER TO EMPLOY AN ATTORNEY TO ENFORCE THE SELLER'S RIGHTS IN ANY PARTICULAR IN CONNECTION WITH THE TERMS OF THIS AGREEMENT. THEN IN SUCH EVENT THE PURCHASER WILL BE RESPONDISBLE FOR ALL EXPENSES INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES NECESSARY TO ENFORCE THIS AGREEMENT.



June 27, 2025

Putnam County Board of Education  
1400 E Spring St  
Cookeville  
TN/38501

Attn: Tony Simons

**RE: Gym 20 ton RTU**

Hello, thank you for the opportunity to submit a proposal for the above referenced project. The following work includes all labor and material.

**Scope of Work:**

- Lock out and tag out all sources of power to the equipment.
- Remove the existing unit using the crane.
- Set the new curb adapter and Trane package unit.
- Wire into the existing high and low voltage.
- Verify that the unit is operational.
- Clean work area after work is complete.

**Notes:**

- Work shall be performed during normal business hours (7:00 am. - 4:30 pm. Monday-Friday).
- Proposal expires 7 days from the date listed above.
- Includes disposal of the existing unit.
- 

**Exclusions:**

- Fire protection, fire protection engineering, fire extinguishers or fire alarm systems, wiring, devices and interlocks.
- Code Upgrades (if required)
- Overtime wages
- Structural engineering and steel supports
- Test and balance

**Total Price: \$64,560.00**

**Terms and Conditions:**

If any deficiencies are found after performing the above stated repairs or installation that prevent this system from performing to the customer's satisfaction or codes regulations, Lee Company will advise customer and quote additional repairs. If existing electrical or duct work prevents the new unit from operating properly, Lee Company will advise customer and quote additional repairs.

Payment is due within 30 days of progress invoicing by Lee Company. Customer will be liable for Lee Company's incurred attorney's fees and collection cost attributable to customer's non-payment, plus one and one-half percent (1 ½%) interest on unpaid balance due Lee Company. Pricing is valid for a period not to exceed 7 calendar days from the date of this proposal. Lee Company reserves the right to review and adjust pricing accordingly.

**Acceptance:**

Please sign below indicating your notice to proceed and acceptance of this proposal. Once received by our office, via fax or mail, we will proceed with materials order and scheduling of the work.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Bill-to Address: \_\_\_\_\_

Again, thank you for this opportunity. If you have any questions, or need any additional information, please contact me at the number listed below.

Best Regards,

Jared Phillips  
Facility Solutions Consultant  
C 731.413.5048  
Jared.phillips@leecompany.com



# Facilities Solutions

## Facility Services

### HVAC Maintenance Programs

- Coil cleaning
- Filter and belt replacement
- Technical inspection of equipment

### Plumbing Maintenance Programs

- Certification of backflow devices
- Inspections of plumbing fixtures and equipment
- Maintenance on water heaters/boilers

### HVAC Services

- Air compressors
- Air handling units
- Boilers
- Chillers
- Cooling towers
- Cooling/Heating problems
- Driers
- Equipment replacement
- Exhaust fans
- Heat wheels
- Humidification/Dehumidification problems
- Make-up air units
- Noise Issues
- Pumps
- Refrigeration and refrigerant recovery
- Test labs
- VAV systems

### Plumbing Services

- Backflow devices
- Camera drain inspections
- Drain jetting
- Drain maintenance
- Faucets
- Hose bibbs/Wall faucets
- Pumps
- Sewer issues
- Urinals
- Water closets
- Water heaters
- Water leaks/drain/sewer problems

### Electrical Services

- Arc-flash ratings/NFPA 70E
- Data logging/Test and balance
- EV-electrical vehicle charging
- Explosion proof
- Generator installation and maintenance
- Industrial
- Infrared testing
- Lighting retrofits
- Load testing
- Motor controls
- Outdoor lighting/Pole lighting
- Service upgrades
- Solar
- Surge protection
- Transformer/Utility
- Troubleshooting

### Technical Services

- Air/Water test and balance
- Annual code compliance services
- Building automation systems
- Building commissioning, recommissioning and retrocommissioning
- Building forensics
- Compressed air audits
- Energy retrofits, including VFD's
- Energy star rating
- Fire damper inspections
- Hot water energy management systems
- HVAC and lighting control
- Indoor air quality (IAQ)
- Life safety/Fire code compliance
- Med gas inspections
- Steam trap retrofits

### Security Services

- Access control
- Alarm monitoring and inspections
- Design, installation and service
- Fire
- Integration
- Intrusion
- Life safety/Fire code compliance
- Structured cabling
- Video

[leecompany.com](http://leecompany.com)



433 East 15th Street  
Cookeville, TN 38501  
931/526-6151  
Fax: 931/528-9283

**Date: June 27, 2025**

**To: Putnam Co Board of Education**

**Attn: Tony Simmons**

**Re: Prescott Elementary RTU-A2**

**SCOPE OF WORK:**

**Replace existing RTU with the option below.**



**OPTION 1**

**Trane 20 ton 460/60/3 R-454B refrigerant roof top package unit. Electric heat kit. Economizer, with curb adapter. Warranty: 5 year compressor, 3 year parts, coil and controls, 1 year labor.**

**Price: \$62,570.00**

**EVALUATIONS AND NOTES:**

- **Discard old package unit**
- **Install curb adapter on existing curb**
- **Install new package unit**
- **Crane rental is included in price**
- **Connect back to existing electric**
- **If any electrical repairs or replacement is needed it will be by others**
- **We will perform a start and check of system after installation is complete**
- **Street closure permit included in price**

Richard Harris  
Service Manager  
Service Division

*Because of current market fluidity in our material pricing, this proposal is invalid if not accepted in 10 days*

All work to be completed in a substantial workman like manner according to standard practice. Any deviation or alteration from the above description will require approval of all parties.

**Accepted: The above prices, specifications, conditions, and terms are satisfactory and are hereby accepted.**

**BY:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please sign and return. If we receive verbal instructions to begin the above work, all terms of this quote are considered accepted.

This proposal may be withdrawn by us if not accepted within 10 days. All proposals are subject to acceptance by Carwile's Credit Dept. Terms are net 30 from date of invoice unless other terms are agreed upon. Past due accounts are subject to service charge of 2% per month. If collection efforts are required, by acceptance you agree to pay costs of collection, including attorney or court fees.



# Putnam County Board of Education Agenda Request

Name of Person Making Request: Angie Knight

Department: Human Resources

Phone Number of Person Making Request: 931.526.9777.1435

Account Funding Code (if appropriate)

\_\_\_\_\_ Backup included

\_\_\_\_\_ Backup to follow

Approval of the following individuals to serve on the Collaborative Conferencing team for 2025-2026:

PET: Danielle Johnson, Jennifer Peek & Sandy Harris

PCEA: Diane Phy, Leslie Worsham, Aaron Casey

Unaffiliated: Gavin Moore

BOE- Russell Darley, Renee Cantrell, Mark McReynolds, Tim Martin, Bridgett Carwile, Dr. Sharon Anderson and Angie Knight

Respectfully submitted,

Angie Knight  
07/17/2025

Signature of Person Making Request

Date

Signature of Director of Schools

Date





## PCSS Board Agenda Request

Date: July 21, 2025

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Cookeville Heating and Cooling Services, Cookeville, TN to replace the chiller compressor at the Central Office in the amount of \$16,395.00 to be paid for from 141-72620-399

**received**  
07-22-25  
MT



QUOTE  
Number 3508

COOKEVILLE HEATING & COOLING SERVICES, LLC.  
347 EAST STEVENS STREET  
COOKEVILLE, TN 38501  
(931) 528-5514

To:  
PUTNAM CO BOARD OF EDUCATION  
EDUCATION  
1400 E SPRING ST  
COOKEVILLE, TN 38501

PUTNAM CO BOARD OF  
1400 E SPRING ST  
COOKEVILLE, TN 38501

QUOTE DATE	FOR	PAGE
6/30/2025	Replace Chiller Compressor	1

Thank you for the opportunity to provide this proposal for the below referenced project. This proposal includes all necessary equipment, materials and labor required for the following scope of work:

**Replace Chiller Compressor**  
Trane  
Model#CGAFC404ADA10000E000000009  
Serial#C00H25834

Replace a tandem set of compressors with new filter driers and contactors in the chiller listed above  
Once the new compressors are in place the system will be evacuated  
Charge system with new R22 refrigerant (Customer Supplied Refrigerant)  
Start up and test operations  
**Warranty (3) years compressor part only**  
Lead time is 7-10 days

**TOTAL AMOUNT \$ 16,395.00**

JOHN,  
LEE WAS ALSO  
CALLED TO GIVE A BID  
BUT DID NOT SHOW.  
THESE ARE QUOTES  
TO REPAIR THE  
CENTRAL OFFICE CHILLER.  
Tony

**WE APPRECIATE YOUR BUSINESS!**

For questions related to this proposal, please direct them to Logan Selby, (931) 319-5825.  
Please sign and email back to lselby@chccompanies.com.

\_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_ and material basis.

... OF 90 DAYS UNLESS OTHERWISE STATED. ALL PARTS WILL BE WARRANTIED PER MANUFACTURE'S WARRANTY. IT IS THE SELLER TO EMPLOY AN ATTORNEY TO ENFORCE THE SELLER'S RIGHTS IN ANY PARTICULAR IN CONNECTION WITH THIS AGREEMENT. BUYER WILL BE RESPONSIDBLE FOR ALL EXPENSES INCLUDING BUT NOT LIMITED TO ATTORNEY'S FEES NECESSARY TO



433 East 15th Street  
Cookeville, TN 38501  
931/526-6151  
Fax: 931/528-9283

**Date: July 15, 2025**

**To: Putnam Co. Board of Education**

**Attn: Tony Simmons**

**Re: (2) Compressors Replacement in Chiller**

**SCOPE OF WORK:**

**Remove the remaining refrigerant in Circuit 1 and remove the existing (2) compressors. Install the new compressors in existing location. Connect back to existing copper lines. We will pull vacuum on circuit one before starting up. Install new dryer. Price includes compressors, labor, materials and approximately 38 lbs of R-22 refrigerant. We will start unit up and check system for proper operation. This quote includes doing this repair in normal business hours.**

**Price: \$20,933.00**

Richard Harris  
Service Manager  
Service Division

*Because of current market fluidity in our material pricing, this proposal is invalid if not accepted in 10 days*

All work to be completed in a substantial workman like manner according to standard practice. Any deviation or alteration from the above description will require approval of all parties.

**Accepted: The above prices, specifications, conditions, and terms are satisfactory and are hereby accepted.**

**BY: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_**

Please sign and return. If we receive verbal instructions to begin the above work, all terms of this quote are considered accepted.

This proposal may be withdrawn by us if not accepted within 10 days. All proposals are subject to acceptance by Carwile's Credit Dept. Terms are net 30 from date of invoice unless other terms are agreed upon. Past due accounts are subject to service charge of 2% per month. If collection efforts are required, by acceptance you agree to pay costs of collection, including attorney or court fees.



PCSS Board Agenda Request

Date July 23, 2025

Department Teaching and Learning

Person Submitting Dr. Bubba Winningham

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of :

An addendum to the approved school fees for 2025-2026 School Fees as submitted for approval in July, specifically additions to Upperman High School per Dr. Winningham due to unforeseen program expansions and updated resource needs.

received  
7-23-25 MT

UHS	Art	\$15.00	acrylic and water paint; brushes, oil pastels.. This is additional to expenses after use of BEP monies	Not required by student
UHS	Nutrition	Range of \$5 to not exceed \$25	Cooking Labs	Not required by student
UHS	Graduation Fee	\$50.00	Specialized UHS diploma & cover; program printing	Not required by the student. Also subject to change only in a decrease in the fee. Not subject to change for an increase
UHS	Parking Fee	\$25.00	Parking tags / Signs for parking lot/ outside of building/ Maintenance	Not required by student
UHS	AP Exam	\$98.00	AP Exam fee	Not required by student
UHS	Activity Fee	\$25.00	General Activities (ID's, Upperman Day, etc.)	Not required by student
UHS	Cosmetology/Aesthetics	not to exceed \$150	Aesthetics supplies-Only 9th grade	Not required by student



Date: July 22, 2025

To: Malaysia Talbert

From: Lynda Huddleston

RE: Adult Education MOU with WIOA Upper Cumberland Local Workforce Development Board, Inc./Workforce Connections Upper Cumberland

Please add the following item to the BOE Agenda for the April 2025 meeting.

Approval of the MOU between WIOA Upper Cumberland Local Workforce Development Board/Workforce Connections Upper Cumberland and Putnam County BOE with local provision acknowledging the maximum liability of \$23,000 for infrastructure costs and \$7,000 maximum liability of additional costs at the American Job Center in Cookeville and Crossville to be paid from Adult Education funds effective July 1, 2025-June 30, 2026.

**received**  
7-22-25 mgf 

10/10/2020



ATTACHMENT I – TENNESSEE WIOA MOU



MEMORANDUM OF UNDERSTANDING

BETWEEN

Upper Cumberland Local Workforce Development Board

AND

Upper Cumberland Workforce Development WIOA Partners

**Becky Hull, Executive Director**

Individual designated by the Local Workforce Board Chair to lead MOU negotiations

[bhull@ucworkforce.org](mailto:bhull@ucworkforce.org)

Email address

**Chris King, Fiscal Administrator**

Impartial individual designated by the Local Workforce Board Chair to lead annual budget negotiations

[cking@ucworkforce.org](mailto:cking@ucworkforce.org)

Email address

<b>I. CONVENING OF THE PARTIES TO MOU (WIOA SEC. 121(c)(1)(Tennessee MOU/IFA Instructions Page 4)</b>	
<ul style="list-style-type: none"> <li>List the required partner providing services in the local area</li> <li>List the partner agency providing services of each required partner</li> </ul>	
<b>REQUIRED PARTNERS AS PARTIES TO MOU</b>	<b>ENTITY ADMINISTERING PROGRAM (TYPED NAME)</b>
Title I: Adult, Dislocated Worker, Youth	Career TEAM, LLC
Title II: Adult Education and Family Literacy	Putnam County Board of Education Southern Middle TN Adult Education Volunteer State Community College Workforce Essentials Adult Education TCAT Athens
Title III: Employment Programs under Wagner-Peyser	TN Dept of Labor & Workforce Development
Title IV: Rehabilitation Services	TN Dept of Human Services Vocational Rehabilitation
Community Services Block Grant	Upper Cumberland Human Resource Agency
Job Counseling, Training, Placement Services for Veterans	TN Dept of Labor & Workforce Development
National Farmworker Jobs Program	Tennessee Opportunity Programs, Inc.
Migrant & Seasonal Farmworkers	TN Dept of Labor Office of Workforce Investment
Second Chance	TN Dept of Labor & Workforce Development Office of Reentry
Senior Community Services Employment Program	Career TEAM National Council on Aging Upper Cumberland Human Resource Agency Workforce Essentials
Temporary Assistance for Needy Families	TN Department of Human Services
Trade Readjustment Assistance	TN Dept of Labor & Workforce Development
Unemployment Insurance	TN Dept of Labor & Workforce Development
<b>PARTIES TO THE MOU</b>	<b>NAME</b>
Local Workforce Development Board Chair	Bob Young
LWDA Chief Local Elected Official	Randy Porter, Putnam County Mayor
AJC Regional Director	Georgena P. Wilson (WP, UI, TRA, TAA and Veterans)
Title I Career Services	Luke Eldridge, David Shurfin - Career Team
Title II Adult Education	Lynda Huddleston, PCS Kathryn Breeding, Vol State Marla Rye, Workforce Essentials Linda Maddox, SMTAE Leslie Travis, TCAT Athens
Upper Cumberland HRA CSBG	LaNelle Godsey
National Farmworker Jobs Program	Toynia Dietz
Migrant & Seasonal Workers	Jeremy Colbert
One Stop Operator	James Starnes, George Phillips, Mid-Cumberland HRA
SCSEP	Luke Eldridge/David Shurfin, Career TEAM Brenda Head, NCOA Marla Rye, Workforce Essentials LaNelle Godsey, Upper Cumberland HRA
TANF	Lakecia Peterson

OTHER PROGRAMS OFFERED IN THIS LOCAL AREA AS PARTIES TO MOU	IF MARKED YES, ENTITY ADMINISTERING PROGRAM
Department of Human Services <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Putnam County Dept. of Human Services
Housing and Urban Development	
Employment and Training Activities <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Job Corps <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Perkins/Post-Secondary Career & Technical Education <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	TCAT Upper Cumberland TCAT McMinnville
TCAT/Tennessee Reconnect <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Emily Hill Middle Region Reconnect
YouthBuild <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
ADDITIONAL PARTNERS AS PARTIES TO MOU	ENTITY ADMINISTERING PROGRAM
Supplemental Nutrition Assistance Program (SNAP) Employment & Training	Putnam County Dept of Human Services
Reemployment Services and Eligibility (RESEA)	Luke Eldridge/David Shurfin, Career TEAM
<b>2. PURPOSE AND SCOPE OF MOU (Tennessee MOU/IFA instructions Page 5) If additional space is needed, please include and attachment referencing this section.</b>	
<ul style="list-style-type: none"> <li>Describe the general purpose of the "umbrella" MOU</li> </ul>	
<p>The purpose of this Memorandum of Understanding (MOU) between the Upper Cumberland Labor Workforce Development Board (UCLWDB) and its Workforce Innovation and Opportunity Act (WIOA) workforce partners is to define the parameters within which local education, workforce, economic development, and other partner programs and entities operating within the Upper Cumberland will create a seamless, customer-focused network that aligns service delivery and enhances access to services. This MOU will define the roles and responsibilities of each partner as mutually agreed by the parties for the operation of the American Job Center (AJC) service delivery system in the Upper Cumberland Local Workforce Development (UCLWD) area, as required under the WIOA.</p>	
<p>The scope of this MOU will streamline workforce activities, prevent duplication of services and eliminate inefficient practices by outlining service integration and functional alignment. Each partner to this MOU presents a commitment to a single functional organization, customer flow and service delivery. By realizing one-stop opportunities together, partners are able to build community-benefiting bridges, rather than silos of programmatic isolation. Methods of referrals will be established, along with data and information sharing procedures in order to facilitate co-enrollment and case management between programs.</p>	
<p>To this end, all partners under this MOU will:</p>	
<ol style="list-style-type: none"> <li>Collaborate and reasonably assist each other in the development of necessary service delivery protocols for the services outlined in this MOU;</li> <li>Endorse a single customer flow model based upon customer need;</li> <li>Refer customers between partners according to methods listed in this MOU;</li> <li>Fulfill all data collection, information gathering and reporting needs in order to facilitate co-enrollment and case management across programs and funding streams; and</li> <li>Participate in the One-Stop Service Delivery System through the following means:             <ol style="list-style-type: none"> <li>Accessibility of their respective services through the One-Stop Service Delivery System;</li> <li>Participation in the operation of the One-Stop Service Delivery system consistent with the terms of this MOU;</li> <li>Ensure all partners and staff are adequately cross-trained to produce efficient co-enrollments;</li> <li>Sustained involvement for the continuous improvement of the area One-Stop Service Delivery System;</li> <li>Responsiveness to local employer needs and economic conditions;</li> <li>Co-branding through the dominant use of the AJC identifier on any joint products, programs, activities, services, facilities, and materials used under the combined partnership.</li> </ol> </li> <li>Actively assist in the achievement of Key Performance Indicator (KPI) targets negotiated between the UCLWDB and Tennessee Department of Labor and Workforce Development (TDWLD). Partners are responsible for meeting their individual program targets. Partners will also take reasonable measures to encourage and facilitate target achievement for all partners under the UCLWDB one-stop network.</li> </ol>	
<b>3. VISION FOR THE SYSTEM (Tennessee Combined Plan Section II(b)) (Tennessee MOU/IFA Instructions Page 5) If additional space is needed, please include an attachment referencing this section.</b>	
<ul style="list-style-type: none"> <li>Describe the shared vision and commitment of the local board and required partners to a high-quality local workforce delivery system (vision must be consistent with Federal, State, regional, and local planning priorities, as well as the Governor's Guidelines)</li> <li>Describe which aspects of the vision are currently in place</li> <li>Outline the steps to be taken and the general timeline for how required partners will implement any aspects of the vision that are not yet in place</li> </ul>	
<p>The UCLWDB and its partners align themselves under this MOU to empower individuals, employers, and communities to grow the Upper Cumberland's economy through a local AJC network that is inherently customer-centered, seamless, and effective. The Parties share a vision to establish a WIOA workforce system that provides data-driven and employer-validated talent solutions through the integration of education, workforce, and economic development resources across systems.</p>	
<p>Parties to this MOU will work together to achieve this vision by developing and operating a high-quality workforce development system that aligns with the UCLWDB 2024-2027 Local Plan and 2022-2024 Local Plan Modifications, contributes to the goals of the 2024-2027 Middle Tennessee Regional Plan and supports the TN Combined Plan. To this intent, the UCLWDB and required partners under this MOU shall:</p>	
<ol style="list-style-type: none"> <li>Focus education, workforce, and economic development priorities within the identified in-demand sectors of Healthcare, Advanced Manufacturing, Information Technology, Construction, Transportation/Logistics, and Education where possible within the constraints of customer choice.</li> </ol>	

- 2) Prepare economically disadvantaged residents for self-sustaining careers by creating programs to meet the needs of residents within rural areas.
- 3) Build educational, workforce, and economic development partnerships to provide early exposure to in-demand fields through Pathways coordination, Career & Technical Education (CTE) courses, stackable credentials, and work-based learning opportunities.
- 4) Increase workforce preparation for priority populations and individuals with barriers by providing programs for justice-involved individuals, Veterans, and those with disabilities.
- 5) Capitalize on technological advances to expand virtual services, create efficiencies, and assist businesses by growing digital skills of job-seekers and creating new virtual trainings as an alternate means of trainings.
- 6) Connect employers to the Upper Cumberland talent pool through job fairs, apprenticeships, and work-based learning programs.
- 7) Maintain cross-agency collaboration and alignment to offer one-stop access and opportunities to all populations, particularly those with barriers.
- 8) Braid program resources to maximize impact and provide a wrap-around approach to serving individuals.
- 9) Increase the Labor Force participation rate in the UCLWD area.
- 10) Pilot the Zendesk platform.
- 11) Enroll 120 youth in the Tennessee Youth Employment Program (TYEP).
- 12) Meet with Local Elected Officials (LEOs) and other stakeholders to review service model delivery in their county to best serve their citizens.

While all aspects of this shared vision are currently in place or in progress, ongoing advancement is our united goal. Parties to this MOU hereby commit to building a one-stop culture focused on continuous improvement and innovation through a cohesive network of services. Recognizing that fulfilling the above-stated vision will require maximum efficiency of wrap-around services from a multitude of agencies with minimal duplication, partners make the following commitments to each other:

- 1) Core partner staff (located both inside and outside the AJC) shall participate in cross-training events to familiarize themselves with basic eligibility and participation requirements, as well as the available services and benefits offered, for each of the partner programs represented in the UCLWDB network. Cross-trainings shall occur quarterly at a minimum, with additional trainings provided as needed.
- 2) Develop materials summarizing their program requirements and make available to partner programs and their customers.
- 3) Utilize the UCLWDB Common Intake Form and provide substantive referrals to customers who may be eligible or benefit from supplemental and complementary services under partner programs.
- 4) Commit to robust and ongoing communications required for an effective referral process. Partners will actively follow up on the results of referrals and assure that partner resources are being leveraged at an optimal level.
- 5) Participate in the UCLWDB shared referral tracking database designed to provide referral accountability and updates on co-enrollment and/or participant progress. This shared tracking system is managed by the OSO and is a supplement to, not a replacement for, VOS tracking measures.
- 6) Regularly evaluate ways to improve the referral process, including the use of customer satisfaction surveys.
- 7) Provide support to the local one-stop network through serving on cross-partner teams, sharing events and planned outreach, and attending partner orientations and events (as staff schedules allow). Partners will seek to provide first-hand program representation at these events/opportunities where possible.
- 8) Commit to active support of tracking, meeting and exceeding UCLWDB performance standards.

**4. MOU DEVELOPMENT (Tennessee MOU/IFA Instructions Page 5) If additional space is needed, please include an attachment referencing this section.**

- Fully describe the process and efforts of the Local Workforce Development Board and required partners to negotiate the MOU
- Confirm whether all required partners participated in negotiations
- Explain the process to be used if consensus on the MOU is not reached by partners
- Please provide dates of partner meetings that specifically discussed the MOU

The UCLWDB intentionally fosters an environment where every partner's input is valued and included. All required partners displayed good-faith participation in the development and negotiation of this Agreement. The MOU process included negotiations on service coordination and collaboration, as well as how to fiscally maintain the system through a joint Infrastructure Agreement (IFA) for shared costs and resources.

All partners were included in a MOU technical assistance event on September 4, 2024. This event was hosted by UCLWDB Staff and presented information on MOU purpose, elements, and preparation for negotiation. Also highlighted during this event were specific areas of focus that Staff asked the representatives to discuss beforehand within their agency. The goal of this event was to educate all partner representatives to effectuate quality and productive discussion at the upcoming negotiation.

A draft proposal was made available to all partners one week prior to the negotiation. This was designed to be a starting point for discussion only and gave partners a chance to consider edits.

Formal MOU and IFA negotiations were held on September 23, 2024 with all required partners present. Any disputes were either resolved informally or according to the grievance procedures outlined in this MOU.

**5. NAME AND LOCATION OF COMPREHENSIVE ONE-STOP CENTER(S) (Tennessee MOU/IFA Instructions Page 5) If additional space is needed, please include an attachment referencing this section.**

- Provide the name and address of the comprehensive one-stop center(s) in the local service delivery system
- Where applicable list the designated affiliate sites or specialized centers
- Define any other operating titles that the local area assigns to each center
- Describe how outreach will be conducted in towns in the local area without an AJC
- Describe the local area's plan for the Mobile American Job Center

*Note: the information provided in this section must match the Tennessee Department of Labor and Workforce Development listings*

**Upper Cumberland Comprehensive Centers**

Putnam County AJC

Cumberland County AJC

620 S Jefferson Avenue, STE 202 Cookeville, TN 38501	60 Ridley Street, STE 101 Crossville, TN 38555
<b>Upper Cumberland Affiliate Center</b>	
<p>Fentress County AJC 207 N Smith Street Jamestown, TN 38556</p> <p>The Upper Cumberland operates two Comprehensive Centers and one Affiliate Center, each servicing the counties in which they are located. In order to effectively serve all Upper Cumberland residents, Affiliate Centers provide support to residents of neighboring counties where no brick-and-mortar AJC is located. These service assignments are listed on the UCLWDB website under "Our Centers" so that residents are aware of how they may access in-person services. In addition, there are Specialized Centers in the following counties:                  Dekalb County                  Macon County                  Overton County                  Smith County                  Warren County                  White County</p> <p>While brick-and-mortar AJCs are valued for the full-time in-person services they provide, the UCLWDB also recognizes that technological advances are creating exciting opportunities to serve residents in a more accessible and cost-efficient manner. Additionally, these methods greatly increase one-stop services access for ALL Upper Cumberland residents, particularly those located within our rural areas. The UCLWDB has invested resources to create a new website, "www.ucwork.org" where information and initial services can be accessed seven days a week, twenty-four hours a day. Individuals can also make an appointment through the website to meet with an AJC representative in-person if desired. Our website also includes a direct link to the TDLWD Virtual AJC (VAJC), which provides a wide and expanding array of virtual service options.</p> <p>The TDLWD Mobile AJC is also utilized to bring AJC services to the Upper Cumberland. The mobile unit is typically booked for specific events and job fairs to provide additional AJC support. Services offered and customer flow are determined by the event and vary depending upon the needs communicated when booking the mobile unit.</p> <p>Outreach is also conducted through the use of virtual and social media platforms. UCLWDB social media outlets reach thousands of individuals throughout our service area and provide real-time information on AJC services, job fairs, and activities. Additionally, the UCLWDB Google My Business platform is an effective tool to provide awareness of, and access to, the AJC system. Providing information, location services, and direct links to AJC social media and the UCLWDB website permeates through any location barriers rural areas may have. Partners agree to supply outreach information (as far in advance as possible) to the UCLWDB Marketing Team. The Marketing Team will be responsible for utilizing this information for inclusion on virtual and social media platforms, as well as sharing with county representatives to further extend outreach impact.</p>	
<p><b>6. DESCRIPTION OF COMPREHENSIVE ONE-STOP SERVICES (WIOA Sec 121(c) (2)(A)(i)) (Final Rules § 678.500(b)(1)). (Tennessee MOU/IFA Instructions Page 5) If additional space is needed, please include an attachment referencing this section.</b></p> <ul style="list-style-type: none"> <li>• <u>Complete a local service matrix (Attachment 11) Illustration local methods of service delivery which includes:</u> <ul style="list-style-type: none"> <li>○ Career services to be provided by each required partner in each comprehensive one stop center</li> <li>○ Other programs and activities to be provided by each required partner</li> <li>○ Method of delivery for each service provided by each required partner (e.g., staff physically present, cross-trained staff, direct linkage technology)</li> </ul> </li> <li>• <u>In the spaces provided below:</u> <ul style="list-style-type: none"> <li>○ In the introductory paragraph of this section, describe the required partners' combined commitment to integration and "manner in which the services will be coordinated and delivered through the system" (§678.500(b)(1))</li> <li>○ In the spaces below designated for each required partner, describe each partners commitment to coordinated service delivery and explain how the local service matrices illustrate that commitment</li> <li>○ For each required partner below, describe the location(s) at which services of each required partner will be accessible</li> </ul> </li> </ul>	
<p>Upper Cumberland AJCs strive to provide integrated service delivery by aligning staff by functional teams and providing cross-training on all programs. Service delivery begins with the Welcome Function, which is coordinated by the One-Stop Operator (OSO). The Welcome Function is provided by a combination of OSO hired staff and partner representatives coordinated to fulfill the duties. All those serving in the Welcome Function warmly greet customers upon entrance to the AJC and offer an immediate needs assessment. At this point, the UCLWDB Common Intake Form is used to identify service needs and possible referrals in order to best meet the needs of the customer. Each customer is encouraged to register an account with the Jobs4TN website. If the customer needs other basic services (such as labor exchange services, provision of labor market information) or other self-directed or minimally staff-involved services, they are typically served by the staff person assigned to the Welcome Function. Customers identified through the Common Intake Form as needing eligibility determinations or individualized career services are referred to on-site partners via a warm hand-off. For partners not located full-time within the AJC, the completed Common Intake Form is forwarded via email to the appropriate partner as a referral. A contact spreadsheet is maintained by the OSO with contact information for all partner programs offering services to easily connect and communicate referrals. For off-site referrals, staff make every effort to connect with the off-site partner while the customer is at the AJC to ensure receipt of the referral.</p> <p>Staff serving in the Welcome Function coordinate with staff in the Skills Development and Business Services Teams in order to seamlessly deliver individualized career services. All core partners have staff who serve as members of the Skills Development or Business Services Teams, either on-site or by electronic connection. Skills Development Teams members focus on performing individualized career services, while the Business Services Team focuses on developing positive relationships with employers in order to serve their business needs. All staff members are cross-trained to be aware of tasks other teams perform in order to create streamlined services and reduce duplication. Additionally, staff within the AJC have as-needed meetings to discuss shared resources and services that might benefit current and</p>	

prospective customers. These collaborations encourage more co-enrollment of participants between programs, further reduce duplication, and maximize individual services and funding options. The Business Services Team is led by and operates under the direction of UCLWDB Staff to the Board, as the UCLWDB has voted to maintain Business Outreach responsibilities as a function of Staff to the Board.

All required partners commit to active representation on functional teams. Whether through in-person or virtual method, active representation includes but is not limited to the following: meeting attendance, cross-training participation, and substantive input for robust team engagement. Partners also commit to active engagement towards continuous improvement through regular analyzation of service delivery and integration methods as a one-stop network team.

**Title I (Adult, Dislocated Worker and Youth)**

Title I provides a variety of educational and training activities to eligible individuals based on their individual needs and coordinated with partner programs to prepare participants for employment within in-demand occupations. Title I services are available on-site at all Upper Cumberland AJCs and are accessible to off-site partners through electronic methods. Additionally, Title I services can be initially accessed through the UCLWDB website, as well as the TDLWD VAJC platform. Title I commits to integrated service delivery through the use of the Common Intake Form and UCLWDB referral tracking methods, as well as cross-training of other programs.

**Title II Adult Education and Family Literacy Act (AEFLA)**

Adult Education (AE) provides free instruction related to improving basic and secondary skills in math, reading, writing, social studies, and science, along with High School Equivalency diploma and English as a Second Language throughout the Upper Cumberland. In-person and virtual class options are available to assist students in achieving their academic and career goals through an innovative and personalized approach. Customers are often identified through the Common Intake Form and are connected via warm hand-off or timely electronic connection. AE and other core partners communicate referral progress through a shared tracking method.

**Title III (Employment Services under Wager-Peyser)**

Title III offers job services, outreach and labor exchange activities for individuals and employers. Job seekers register at the Welcome Desk or Jobs4TN to begin the process of job search activities such as entering a resume and skills into Jobs4TN so they may be identified by companies who are hiring. Staff are available on-site at Comprehensive Centers and by direct linkage, electronic connection or appointment at Affiliate Centers. Partner staff at Affiliate Centers are cross-trained to provide job seekers and employers assistance in accessing and utilizing Title III services. Title III commits to integrated service delivery through the use of the Common Intake Form and UCLWDB referral tracking methods, as well as cross-training of other programs.

**Title IV (Rehabilitation Services)**

The Vocational Rehabilitation (VR) program provides a variety of services to eligible individuals with disabilities in accordance with their aptitudes, capabilities and interests. Individual needs are identified through an Individualized Plan for Employment to prepare individuals for competitive integrated employment. VR collaborates with other AJC partners, community rehabilitation service providers, educational institutions and employers to ensure that eligible persons with disabilities receive the services necessary to obtain employment within their communities. VR services are directly accessible through in-person referrals and direct linkages within all AJCs.

**Title V Senior Community Services Employment Program (SCSEP)**

Under Older Americans Act of 1965, SCSEP provides job training skills for low-income, unemployed Americans age 55 and older in order to prepare them for unsubsidized employment. Participants learn job skills while providing community service activities along with basic computer and job search skills. SCSEP services are provided by Career Team in Cumberland, Putnam, Fentress, Jackson and Macon; SCSEP is provided by the National Council on Aging in Cannon, DeKalb, Smith, Van Buren and Warren; SCSEP is provided by UCHRA in Clay, Cumberland, Overton, Pickett, Putnam, and White counties.

**Community Services Block Grant (CSBG)**

CSBG services are available via direct linkages by phone or email.

**Housing and Urban Development (HUD) Employment and Training Activities**

HUD Employment and Training Activities provide financial assistance for employment and training opportunities. Services are provided by the Department of Human Services and are accessible through electronic connection.

**Job Corps**

Job Corps provides career technical training and education for low-income youth ages 16-24. Referrals are through a direct linkage via phone or email. Marketing material for the Job Corps program is kept in AJC Resource Rooms. (Part of Title I)

**Job Counseling, Training and Placement Services for Veterans**

Services for Veterans and their spouses include individual assessment, labor market information, job search assistance, and training opportunities. State Veterans staff, along with Title I staff, provide priority services for Veterans and their spouses on all job opportunities and qualified training programs available through the AJC. Veterans staff work to promote the hiring of Veterans through Jobs4TN, business outreach, job developments, and marketing tools. Veterans staff is available on-site at Comprehensive Centers and by direct linkage, email, or by appointment at Affiliate Centers. Title I staff assigned to Affiliate Centers are cross-trained in Veterans programs and follow Veterans' priority of service guidelines.

**Migrant & Seasonal Farmworkers (MSFW)**

The MSFW program conducts outreach and assessment to low income farmworkers in order to assist those who qualify for job training and placement services. Services are accessible at Upper Cumberland AJCs through direct linkages and cross-training of partner staff. For instance, Title I staff are equipped to screen individuals for a farmworker background to determine if a referral is appropriate. (Part of Title I)

**National Farmworker Jobs Program (NFJP)**

The National Farmworker Jobs Program (NFJP) actively engages with migrant and seasonal farm workers, assessing the needs of low-income individuals to determine eligibility for job training and placement services, as outlined in the local service matrices. To promote these services, marketing materials are available at all American Job Centers (AJCs).

NFJP services are accessible at all AJCs in the local area through direct linkage and cross-training of partner staff. Referrals between NFJP and local AJCs are structured to ensure farm workers receive comprehensive support. For example, when a farmworker seeks assistance at an AJC, Title I staff will screen them for a farmwork background to determine if a referral to NFJP is appropriate. If eligible, the individual will be referred to NFJP for additional support and services. NFJP staff can also meet with potential clients on-site at the AJC if needed. Additionally, NFJP staff will refer participants to AJC services to expand their access to training, job placement, and financial assistance. This collaborative approach leverages the combined resources and expertise to better serve farm workers and their families.

**Perkins/Post-Secondary CTE**

Tennessee's Community and Technical Colleges play an integral role in the economic growth of the Upper Cumberland. From providing short-term training programs to long-term customized initiatives, these colleges have developed strategies to meet the workforce training needs of local, regional and state employers. As recipients under the Carl D. Perkins Career and Technical Education Act, these institutions strive to develop more fully the academic, career, and technical skills of students who enroll in career and technical education programs. These events are conducted in partnership with local education institutions and businesses to assist students in understanding all aspects of an industry, provide them with career guidance, and prepare them for high skill, high wage, or high demand occupations leading to self-sufficiency. The UCLWDB and its one-stop partners work closely with the Tennessee Board of Regents (TBR) Pathways Director and local CTE Directors to develop CTE opportunities.

**Second Chance (Reentry)**

The Second Chance (Reentry) program provides quality community re-entry services that will reduce recidivism, empower clients to enter gainful employment, lead a more productive life, and return to safer communities. The One-Stop Service Delivery System supports this program by providing on-site counseling and workshops through the Mobile Career Coach, Adult Education activities, and job services through Jobs4TN. Referrals are made through electronic means for tracking participant progress.

**Trade Adjustment Assistance (TAA)**

TAA services are accessible in all Upper Cumberland AJCs through in-person referrals and/or direct linkages via phone or email. AJC staff provide job search assistance to individuals whose employers have either relocated operations or who have been impacted by foreign trade. TAA claimants will contact the TAA representative at the AJC for an appointment to discuss the following services: re-employment services, job search allowance, relocation allowance, and training. Claimants are co-enrolled in Title I and referred to Adult Education for assessment and training.

**Temporary Assistance for Needy Families (TANF)**

The Tennessee DHS is committed to addressing poverty and creating cycles of success within the Upper Cumberland One-Stop Service Delivery System, with a focus on empowering families eligible for Families First/TANF on a course to achieve economic stability based upon the four core component activities of the Two-Generation Approach: (1) Education, (2) Economic Support, (3) Health and Well-Being, and (4) Social Capital. DHS/TANF services are accessible through direct linkages.

**Tennessee College of Applied Technology (TCAT)/Tennessee Reconnect**

TCAT/TN Reconnect services are available via direct linkages by phone, email, and at each institution's website. Services are also offered through cross-training of AJC staff, who may assist customers in going online to complete an admissions application or other required paperwork. Marketing materials are made available at Upper Cumberland AJCs.

**Trade Readjustment Assistance (TRA)**

TRA services are accessible in all Upper Cumberland AJCs through in-person referrals and/or direct linkages via phone or email. AJC staff serve as the link between individuals determined to be TRA eligible and the TDLWD offices handling the TRA benefits payments. AJC staff aids in resolving issues pertaining to weekly certification forms.

**Unemployment Insurance (UI)**

UI provides unemployment benefits to eligible workers who are unemployed and meet the requirements of Tennessee law. Title III and partner staff at all Upper Cumberland AJCs are cross-trained to provide meaningful basic assistance to UI. This includes assisting customers in utilizing Jobs4TN to complete claims, weekly certifications, accessing the live chat feature, or using ZenDesk to submit and track help desk tickets. Fax machines are also available at the AJCs to allow customers to submit needed information to the TDLWD office if necessary. The Upper Cumberland provides Rapid Response services and coordinates with partners to provide UI and workforce assistance to employers and affected employees. Title I and Title III record these services in Jobs4TN for service integration.

**YouthBuild**

YouthBuild provides education, counseling and job skills training to unemployed youth who are typically high school drop-outs. YouthBuild services are provided through the TDLWD and are accessible through electronic connection. (Part of Title I)

**7. PROCUREMENT OF THE ONE-STOP OPERATOR (Tennessee Memorandum Guidelines for One-Stop Operator Procurement) (Tennessee MOU/IFA Instructions Page 6) If additional space is needed, please include an attachment referencing this section.**

- Name the procured one-stop operator. The following bullet points should be explained in this section
- Describe the functions and scope of work of the one-stop operator as defined in the Request for Proposal or as planned for the competitive procurement process
- Assure the one-stop operator will not perform any of the proscribed functions (§ 678.620(b) to avoid conflict of interest.

*Note: One-stop operator designation took effect July 1, 2017 (§678.635)*

The UCLWDB, in conjunction with Northern Middle LWDB consortium and after a competitive Request for Proposal (RFP) process, has selected Mid Cumberland Human Resource Agency as the entity providing OSO services. The OSO's primary role is to coordinate multiple AJC partners and service providers throughout the Upper Cumberland. The OSO must assure functional alignment of services and management of operational resources, conduct quality reviews of partner and service provider activities, and facilitate the Welcome Function. To avoid a conflict of interest and in accordance with WIOA Section 678.620(b)(1), the functions and scope of work of the OSO do not include the following functions, which continue to be performed by the UCLWDB: Convene system stakeholders to assist in the development of the local plan; prepare and submit local plans; be responsible for oversight of itself; manage or significantly participate in the competitive selection process for the OSOs; select or terminate OSOs, career services, and youth providers; negotiate local performance accountability measures; or develop and submit a budget for the activities of the UCLWDB.

The functions and scope of the UCLWDB OSO include:

- A) Overseeing one-stop property, including buildings and equipment, and the reporting of any maintenance or other issues. Items that are shared costs under the IFA will be inventoried and maintained by the OSO.
- B) Observing and addressing any concerns to assure staff present as professional.
- C) Providing functional supervision of AJC partner staff located in the AJC, including coordinating with direct supervisors/team leaders to schedule staff for appropriate coverage during regular, holiday, and extended hours, as needed. Includes acknowledging vacation and leave requests and ensuring shared responsibilities are fair and equitable for sufficient coverage of the AJC.
- D) Providing leadership and guidance to encourage AJC partner staff to function as a team, including appropriate AJC partner staff development and team building.
- E) Evaluate services to ensure required WIOA services are being provided.
- G) Coordinating the continuing good standing of AJC Certification status as directed by the UCLWDB.
- H) Coordinating services with Affiliate and/or Access Points to assure that partners are apprised of Comprehensive Center services for referral of customers.
- I) Ensuring that all services are being provided in a manner consistent with the Local Plan, Regional Plan, and TN State Combined Plan.
- J) Ensuring meaningful access to all customers by incorporating principles of universal design and adaptive technologies.
- K) Developing safety plans for AJCs and educating all partner staff on a regular basis.
- L) Evaluating performance of AJCs by developing a working knowledge of WIOA Performance Measures for all AJC partners, including how they correlate to Local and Regional goals; Developing a working knowledge of the VOS data management system; Preparing and analyzing reports, at regular intervals defined by the UCLWDB, to include VOS Greeter, Customer Sign-In reasons, and Employer utilization of AJC services; Coordinating with Board Staff for Data Validation and Performance standards.
- M) Developing and initiating an UCLWDB approved evaluation process to determine customer experiences and share results with all partners. Evaluation methods may include on-site or online assessments, maintaining confidentiality, and being timely to the customer experience. The UCLWDB will utilize results to access services of the OSO.
- N) Coordination of core and required partners, both on and off-site, to include: Maintaining and updating a digital copy of all partner programs, including a brief description of service and contact information; Reporting changes in the MOU/IFA to the Executive Director; Scheduling monthly staff meetings with on-site partners and quarterly meetings with off-site partners. Additional functional meetings will be on an as-needed basis under the coordination of the OSO: Maintaining and updating information such as policies, procedures, updates, schedules, etc. for access by all partner staff.
- O) Serving as a liaison between the Executive Director or designated staff and AJC partners, including resolution of customers service complaints or partner issues, proposal of promising practices and dissemination of general communication of UCLWDB policy and procedures.
- P) Providing any reports as deemed necessary by the UCLWDB including reports such as performance data for all on-site partners, IFA expenditure reports, referral reports, etc.
- Q) Meeting common operational needs of the AJC by means that may include: Developing training manuals and instructional activities to promote excellence in customer service.
- R) Providing technical assistance to staff and partner agencies to understand the vision, mission, goals, and objectives of the UCLWDB and One-Stop Service Delivery System.
- S) Ensuring functional teams (Welcome Function, Skills Development, and Business Services) are meeting monthly and include meaningful representation from required partners. The OSO provides support to these teams and assists with team development and strategies.

The OSO shall incorporate these and all contractually obligated functions when managing daily operations, assisting the UCLWDB in maintaining the AJC network structure, integrating systems and coordinating services, overseeing network performance, and managing fiscal responsibilities through cost allocations.

All parties to this MOU present a commitment to support the OSO as the functional leader of the one-stop network. Partners will work with the OSO to promote system integration through (1) Effective communication, information sharing, and collaboration with the OSO; (2) Joint planning, policy development, and system design processes; (3) Commitment to the joint mission, vision, goals, performance measures, and strategies introduced by the OSO; (4) Design and use of integrated processes used by the OSO to include common intake, assessment, referral, and case management processes.

**8. REFERRAL PROCESS (WIOA SEC 121 (c)(2)(A)(iii)) (Tennessee MOU/IFA Instructions Page 6) If additional space is needed, please include an attachment referencing this section.**

- In the spaces below, address all of the following:
  - In the introductory paragraph of this section, describe the local one-stop operator's role and responsibilities for coordinating referrals among required partners (§678.500(b)(3))
  - In the spaces below designated for each required partner, each partner must list the other programs to which it will make referrals and the method(s) of referral to each partner; for example, in the Title I box, Title I will list all other programs to which it will refer clients and the method(s) of referral for each
  - Identify the method of tracking referrals

*Note: Local areas must be as specific as possible when describing the differences in referral methods between partner programs.*

**Title I (Adult, Dislocated Worker and Youth)**

The OSO facilitates the referral. The Referral Form identifies services the client is currently receiving. The Referral Form is evaluated and uploaded into VOS by first contact and additional referrals are made. A copy of the Referral Form is given to the client. The OSO is notified via email when a referral is made. Title I staff are trained to have a basic understanding of ALL partner programs and will make referrals to each as customer needs dictate. Additionally, Title I will refer to Title III for assistance with the employment services aspect of case management. When referrals are made, a referring activity and case note explanation will be added to VOS. Referrals are also tracked through a sharable data spreadsheet. Referrals to and from Title II are tracked through a common data spreadsheet, shared and viewable by all core partners, where referrals are documented, updated and progress/outcomes are listed. The agency referred to contacts the client within two (2) business days of receipt to let them know the next step or if they are eligible.

**Title II (Adult Education and Family Literacy)**

The OSO facilitates the referral. The Referral Form identifies services the client is currently receiving. The Referral Form is evaluated and uploaded into VOS by first contact and additional referrals are made. A copy of the Referral Form is given to the client. The OSO is notified via email when a referral is made. Title II staff are trained to have a basic understanding of ALL partner programs and will make referrals to each as customer needs dictate. When referrals are made, a referring activity and case note explanation will be added to VOS. Referrals are also tracked through a sharable data spreadsheet. Referrals to and from Title II are tracked through a common data spreadsheet, shared and viewable by all core partners, where referrals are documented, updated and progress/outcomes are listed. The agency referred to contacts the client within two (2) business days of receipt to let them know the next step or if they are eligible.

**Title III (Employment Services under Wager-Peyser)**

The OSO facilitates the referral. The Referral Form identifies services the client is currently receiving. The Referral Form is evaluated and uploaded into VOS by first contact and additional referrals are made. A copy of the Referral Form is given to the client. The OSO is notified via email when a referral is made. Title III staff are trained to have a basic understanding of ALL partner programs and will make referrals to each as customer needs dictate. Additionally, Title I will refer to Title III for assistance with the employment services aspect of case management. When referrals are made, a referring activity and case note explanation will be added to VOS. Referrals are also tracked through a sharable data spreadsheet. Referrals to and from Title II are tracked through a common data spreadsheet, shared and viewable by all core partners, where referrals are documented, updated and progress/outcomes are listed. The agency referred to contacts the client within two (2) business days of receipt to let them know the next step or if they are eligible.

**Title IV (Rehabilitation Services)**

VR participants are referred to available partner programs to assist with the rehabilitation needs of eligible individuals. UCLWDB VR referrals are made in-person by appointment and via electronic connection. Referrals to and from VR are tracked through a common data spreadsheet, shared and viewable by all core partners, where referrals are documented, updated and progress/outcomes are listed. This spreadsheet is managed by the OSO with all core partners contributing.

**Title V SCSEP**

SCSEP clients are referred through the Referral Form, county referrals, partner programs and community partners such as Area Agency on Aging and Disability (AAAD), DHS, and local senior centers and organizations. UCLWDB partners providing SCSEP services (Career Team, LLC, National Council on Aging, UCHRA) will refer SCSEP clients between agencies based upon appropriate county served, and for placements beyond what the individual agency can fill. Referrals are processed through direct linkages and virtual communication methods.

**Community Service Block Grant**

Partner services will be referred via electronic connections.

**HUD Employment and Training Activities**

Reverse referrals and partner services will be referred via electronic connection.

**Job Corps**

Customer referrals are made via Jobs4TN to include partners located both inside and outside the AJC. Participant tracking is conducted through Jobs4TN.

**Job Counseling, Training and Placement Services for Veterans**

Due to the nature of the Veteran status, it is the responsibility of partner programs to identify and make appropriate referrals to this program. A Veteran's checklist is completed by Veterans who visit the AJC for services. If significant barriers to employment are identified, referrals are made by other AJC staff to the Disabled Veterans Outreach Placement Specialists (DVOP) Specialists. The DVOP Staff perform case management, which requires specific tracking of participants.

**MSFW**

For the MSFW referral, all Career Advisors and Veteran Staff use the Referral Form to determine program needs and refer to all internal programs (WIOA, Adult Ed, etc.). The referral is delivered to the recipients if in the building or emailed if out in the counties. For external referrals (TN Reconnect, etc.) email is utilized.

**NFJP**

The National Farmworker Jobs Program (NFJP) actively engages with migrant and seasonal farm workers, assessing the needs of low-income individuals to determine eligibility for job training and placement services, as outlined in the local service matrices. To promote these services, marketing materials are available at all American Job Centers (AJCs).

NFJP services are accessible at all AJCs in the local area through direct linkage and cross-training of partner staff. Referrals between NFJP and local AJCs are structured to ensure farm workers receive comprehensive support. For example, when a farmworker seeks assistance at an AJC, Title I staff will screen them for a farmwork background to determine if a referral to NFJP is appropriate. If eligible, the individual will be referred to NFJP for additional support and services. NFJP staff can also meet with potential clients on-site at the AJC if needed.

Additionally, NFJP staff will refer participants to AJC services to expand their access to training, job placement, and financial assistance. This collaborative approach leverages the combined resources and expertise to better serve farm workers and their families.

**Perkins/Post-Secondary CTE**

Customer referrals are made to Post-Secondary Education Institutes and TCAT Centers located throughout the Upper Cumberland via phone call, email, or by referral form. The referral process includes providing information and contact details for referral programs to all students who enroll. The on-site Financial Aid Coordinator provides handouts to students with this information.

**Second Chance (Reentry)**

Customer referrals are made via Jobs4TN to include partners located both inside and outside the AJC. Participant tracking is conducted through Jobs4TN.

**TAA**

Federal guidance mandates a qualifying TAA participant be co-enrolled in both Title I and Title III. Therefore, both programs are responsible to identify and make appropriate referrals to the corresponding programs using the Referral Form. A warm hand-off is encouraged, and partners should seek to contact referrals within 24 hours. Progress of these referrals are then tracked based on the enrollment of the client and communicated to the referring partner via email and logged into VOS.

**TANF**

DHS will make referrals to Title I, Title II, Title III, Title IV, and other core partners through a single point of contact for partnering agencies and AJC to ensure service coordination and collaboration. DHS utilizes an electronic referral system via an internal database known as Salesforce that generates the client referral to the designated partner. If the internal system does not generate a referral, partner contact is made directly via email, phone or in person.

**TCAT/Tennessee Reconnect**

Tennessee Reconnect referrals are received phone call, email, or referral form. The referral process includes providing information and contact details for referral programs to all students who enroll. The on-site Financial Aid Coordinator provides handouts to students with this information.

**TRA**

Trade referrals utilize a specific form for WIOA referrals during training. The referral is hand delivered where possible and emailed to outer counties. If a supportive service needs exist and the participant hasn't already been referred to WIOA, the same form and process are used. Through this process all current Trade students are co-enrolled and most receive WIOA funds.

**UI**

Clients who desire to file a UI claim are provided access to computers and Jobs4TN in the AJC Resource Room. AJC staff are cross-trained to provide meaningful UI assistance through basic website navigation and claims filing processes. This includes helping customers complete claims, weekly certifications, and utilizing the live chat feature. During the process of this assistance, AJC staff seek to identify any additional needs claimants may have, as well as provide information on partner programs to suggest referrals. When claimants express a desire for additional services, the Initial Assessment and Common Intake process is followed.

**YouthBuild**

YouthBuild referrals will be sent to the TDLWD via electronic connection.

**9. PHYSICAL ACCESSIBILITY (WIOA Sec. 121 (c)(2)(A)(iv)(WIOA Final Rules §678.500 (b)(4) (Tennessee MOU/IFA Instructions Page 6) If additional space is needed, please include an attachment referencing this section.**

*Describe how – through specific examples and commitments – required partners will assure the physical accessibility of the comprehensive one-stop center(s), including the following:*

- *The comprehensive one-stop center's layout supports a culture of inclusiveness*
- *Access to public transportation is available with reasonable walking distance*
- *The location of a dedicated parking lot, with parking lot spaces closest to the door designated for individuals with disabilities*

UCLWDB one-stop centers support a culture of inclusiveness by being physically accessible to all customers. AJC parking lots include universally-accessible marked spaces next to the entrance, along with ample parking for all customers. Centers are physically accessible with ground-level double-wide doors that open automatically for entry, wide hallways to accommodate wheelchairs, elevators where second floors are present, and accessible bathroom facilities. Braille is used on the doors for the visually impaired. Compliance with the Americans with Disabilities Act (ADA) requirements is ensured when locating to a new building or when repairs are needed. An Equality Employment Opportunity (EEO) poster is displayed at each AJC and a Grievance brochure outlining steps to file a complaint is made available. Center Resource Rooms are equipped with assistive technology such as large-print screens and an adaptive mouse. CapTel phones are available when requested. Signage regarding the availability of Avanza Language Lines for interpretation services are also posted in each AJC. Additionally, staff participate in an annual nondiscrimination/EO/disability awareness training to ensure our Centers support a culture of inclusiveness.

Recognizing that transportation is a substantial barrier for many individuals, UCLWDB Comprehensive Centers are included on public transportation lines. All Centers are located in buildings that are centrally-located to the Counties they serve in a convenient, high-traffic area. Additionally, the UCLWDB website has been substantially updated to provide seven days a week, twenty-four hours a day access to AJC services. The website gives virtual access to all required partner services through explanation of services, links to Jobs4TN and the TDLWD VAJC, and the ability to directly schedule an appointment with a local one-stop representative.

Parties to this MOU agree to assure the continued physical accessibility of the comprehensive one-stop centers by:

- 1) Ensuring compliance with ADA requirements;
- 2) Maintaining the above named or similar accommodations on an as-needed basis;
- 3) Offering referrals to provide customers with a full array of accommodations and services;

- 4) Maintaining an Equal Opportunity (EO) Officer for the UCLWDB to ensure compliance with all appropriate regulations;
- 5) Provide or participate in nondiscrimination/EO/disability awareness training on an annual basis.

Parties to this MOU acknowledge that ensuring physical accessibility begins with customers being able to physically locate AJCs. Parties further recognize the value of appropriate signage and basic marketing materials to ensure customers can locate and identify the AJC brand. Required Partners agree to periodically review physical accessibility in terms of appropriate signage and consider shared costs of purchases under this category.

**10. PROGRAMMATIC ACCESSIBILITY (WIOA Sec. 121 (c)(2)(A)(iv)) (WIOA Final Rules §678.500(b)(4)) (Tennessee MOU/IFA Instructions Page 7) If additional space is needed, please include and attachment referencing this section.**

- Describe how the comprehensive one-stop center provides access to all required career services in the most inclusive and appropriate settings for each individual/participant
- Describe specific arrangements and resources available to assure that individuals with barriers to employment, including individuals with disabilities, can access available services and how outreach will be conducted to these groups (§678.500(b)(4). Include Mobile American Job Center information
- Explain how services will be provided using technology that is actually available and in accordance with the "direct linkage" requirement under WIOA

*Note: Provide as much specificity as possible for each partner program*

All Partners agree they will not discriminate in their employment practices or services on the basis of gender, gender identity and/or expression, age, race, religion, national origin, disability, veteran's status, or on the basis of any other classification protected under state or federal law. Partners must assure that they have policies and procedures in place to address these issues, and that such policies and procedures have been disseminated to their employees and otherwise posted as required by law. Partners further assure that they are currently in compliance with applicable state and federal laws and regulations regarding these issues. All partners will cooperate with compliance monitoring that is conducted at the local level to ensure that all AJC programs, services, technology, and materials are physically and programmatically accessible and available to all. Additionally, staff members will be trained to provide services to all, regardless of range of abilities, mobility, age, language, learning style, or comprehension or educational level. Interpretation services will be provided within a reasonable time frame to any customer with a language barrier. Assistive devices, such as screen-reading software programs and assistive listening devices must be available to ensure both physical and programmatic accessibility within the UCLWDB AJCs.

The comprehensive one-stop center serves as the hub for access to services for customers as well as local businesses. In order to ensure non-discriminatory practices, all customers are assessed using the same process and referred based on their individual circumstances to the appropriate program. When significant barriers are found, partnerships with VR are utilized to ensure that processes are in line with the needs of the individual with disabilities.

Programmatic accessibility is facilitated within the UCLWDB through utilization of several keys tools. The Mobile Career Coach has proved to be an effective outreach tool in areas of high need but limited accessibility. Also utilized are tools such as Direct Linkage, used when needed for affiliate site counties via phone calls, ZOOM meetings, and email. This is especially necessary when partner programs are not co-located in affiliate sites. Title I staff coordinate service delivery and access to partners in their Welcome Function, as well as throughout a client's enrollment in Title I. Title I is the only staff located in Affiliate Sites, therefore the remaining partners are available via direct linkage whenever needed.

All UCLWDB customers have access to accessible devices for hearing, reading, typing and computer use. Our AJCs are equipped with highly trained staff that are able to assist individuals with disabilities and the additional services available to them within the AJC and their communities. All AJC locations have passed ADA compliance through DHS VR. Outreach to this population is conducted through regional partners such as DHS, DHS programs, VR, and community action groups.

When UCLWDB partners are not physically located within the AJC, they are available for contact through direct linkage such as phone calls, video conferencing, email and text messaging (preference of direct linkage is utilized in that order.) Direct connection is made whenever possible, and all partners are accessible from each AJC location.

The UCLWDB, in collaboration with AJCs, AE, and VR, will be providing a process for virtual access for all participants to access services start-to-finish via virtual platforms.

**11. DATA SHARING AND COLLECTION (Tennessee MOU/IFA Instructions Page 7) If additional space is needed, please include an attachment referencing this section.**

- Describe how core program partners will share data and information and will collaborate to assure that all common primary indicators of performance for the core partners in the local area will be collectively achieved
- Provide assurances that participants' Personally Identifiable Information (PII) will be kept confidential
- In each description, cite specific examples of required partners demonstrating a commitment to integration in the local area
- Describe the collection of data across programs
- Describe how Jobs4TN will be utilized and incorporated

*NOTE: Partners are encouraged to seek clarification from their respective core partner state agency and/or data staff*

All program partners will work to share information to better serve participants. Partners agree that the use of high-quality, integrated data is essential to inform decisions made by policymakers, employers, and job seekers. Additionally, it is vital to develop and maintain an integrated case management system, as appropriate, that informs customer service throughout customers' interaction with the integrated system and allows information collected at intake to be captured once. The management information system used to case manage participants for the programs listed below is Jobs4TN or VOS system:

- Title I: Adult, Dislocated Worker, Youth
- Title II: Adult Education and Family Literacy
- Title III: Wagner-Peyser
- CSBG

Job Counseling, Training and Placement for Veterans  
 MSFW  
 NFJP  
 Second Chance (Reentry)  
 TAA  
 TRA  
 UI

Each AJC also utilizes the Virtual One-Stop (VOS) Greeter feature to track the number of customers using the AJC. Utilizing this system for the majority of WIOA programs will allow programs to share information and reduce duplication of data entry. Information needed to calculate all common indicators of performance reside in this system. Reports can be generated and shared with program staff to ensure that performance targets will be met. The TDLWD has established performance groups that will routinely report out all core partner performance. This approach will allow all partners to share concerns and monitor performance metrics. TANF, VR and SCSEP will use other case management systems but all WIOA partners will work to share information across these systems in order to better serve participants.

Each employee is required to sign a user agreement stating that PII is to be kept confidential and only used for the purpose of job duties. In addition, the TDLWD has a MOU with core partners in which participant information is shared. The TDLWD also provides Wage Record Interchange System (WRIS) and Federal Employment Data Exchange System (FEDES) agreements which govern participant wage records and their use. Each partner will ensure that the collection and use of information or records that include PII will be limited to purposes that support the programs and activities described in the MOU part of the AJC service delivery system. Partners will ensure that access to software systems and files under his/her control that include PII will be limited to authorized staff. Those staff members are assigned responsibilities in support of the services and activities provided as part of AJC services delivery system and must access the information to perform these responsibilities. Each employee is required to sign a user agreement stating that PII is to be kept confidential and only used for the purpose of job duties. Parties to the MOU agree that customer PII will be properly secured in accordance with the agency's policies and procedures regarding the safe keeping of PII. Customer data may be shared with other programs, for those programs' purposes, within the AJC network only after the informed consent of the individual has been obtained.

Partners further agree that the collection, use and disclosure of customer's PII is subject to various requirements set forth in Federal and State privacy laws. Partners acknowledge that the execution of this MOU, by itself, does not function to satisfy all of these requirements.

All data, including customer PII, collected, used and disclosed by partners will be subject to the following:

- 1) Customer PII will be properly secured in accordance with the UCLWDB policies and procedures safeguarding PII.
- 2) The collection use and disclosure of customer education records, and the PII contained therein, as defined under Family Educational Rights and Privacy Act (FERPA), shall comply with FERPA and applicable State privacy laws
- 3) All confidential data contained in UI wage records must be protected in accordance with the requirements set forth in 20 CFR part 603.
- 4) All personal information contained in VR records must be protected in accordance with the requirements set forth in 34 CFR 361.38.
- 5) Customer data may be shared with other programs, for those program's purposes, within the AJC network only after the informed consent of the individual has been obtained, where required.
- 6) Customer data will be kept confidential, consistent with Federal and State privacy laws and regulations.
- 7) All data exchange activity will be conducted in machine readable format, such as HTML, or PDF, for example, and in compliance with Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. Section 794(d)).

**12. COST SHARING OF SERVICES (WIOA Sec. 121 (c)(2)(A)(ii) (WIOA Final Rules § 678.755 and §678.760) (Tennessee MOU/IFA Instructions Page 7) If additional space is needed, please include an attachment referencing this section.**

- *To complete this section, see the Individual AJC Budget Template instruction sheet – Attachment II and the infrastructure Funding Agreement - Attachment III*
- *For the purposes of this section (12), only provide a narrative explanation of cost sharing services*
- *In the event that an agreement cannot be reached among partners, 20 CFR 678.750 will apply:*
  - (a) The Governor must establish a process, described under sec. 121(h)(2)(c) of WIOA, for a one-stop partner administering a program described in §§ 678.400 through 678.410 to appeal the Governor's determination regarding the one-stop partner's portion of funds to be provided for one-stop infrastructure costs. This appeal process must be described in the Unified State Plan.*
  - (b) The appeal may be made on the ground that the Governor's determination is inconsistent with proportionate share requirements in § 678.735(a), the cost contribution limitations in § 678.735(b), the cost contribution caps in § 678.738, consistent with the process described in the State Plan.*
  - (c) The process must ensure prompt resolution of the appeal in order to ensure the funds are distributed in a timely manner, consistent with the requirements of § 683.630 of this chapter.*
  - (d) The one-stop partner must submit an appeal in accordance with State's deadlines for appeals specified in the guidance issued under § 678.705(b)(3), or if the State has not set a deadline, within 21 days from the Governor's determination.*

The operating budget of the One-Stop Services Delivery System is the financial plan to which the one-stop partners, Chief Local Elected Official (CLEO), and UCLWDB have agreed to in this MOU and that will be used to achieve the goals of delivering services throughout the Upper Cumberland. To achieve this, each partner completed a budget for each AJC where their staff are physically present per the TDLWD Workforce Services MOU/IFA Guidance. These individual budgets were then consolidated into a master budget that consists of costs that are specifically identified by statute.

Infrastructure costs, defined in WIOA Sec. 121(h)(4), include non-personnel costs such as:

- 1) Rental of facilities
- 2) Utilities and maintenance
- 3) Equipment (including assessment-related and assistive technology)
- 4) Technology to facilitate access to the one-stop planning and outreach activities

5) Costs of the use of the common AJC identifier, such as signage and supplies.

Additional costs include:

- 1) Applicable career services as described in WIOA Sec. 1349(c)(2)
- 2) Shared operating costs and shared services, described in WIOA Sec. 121(i), that are related to the operation of the One-Stop Service Delivery System, but do not constitute infrastructure costs, such as initial intake, assessment of needs, appraisal of basic skills, identification of appropriate services to meet such needs, referrals to partners, and business services. These costs may include personnel expenses for shared Welcome Function staff.
- 3) Direct costs, as described in 2 CFR 200.413, including costs identified specifically with a particular final objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

In accordance with WIOA Sec. 1219h), the following programs, being physically located in an AJC in the UCLWA, are required to contribute to infrastructure costs per the TDLWD Workforce Services MOU/IFA Guidance:

- 1) Title I Adult, Dislocated Worker, Youth
- 2) Title II Adult Education and Literacy
- 3) Title III Wagner Peysner
- 4) Title IV Vocational Rehabilitation
- 5) Chapter 2 of Title II of the Trade Act of 1974
- 6) Chapter 41 of Title 38, United States Code
- 7) Part A of Title IV of the Social Security Act

Actual costs will be billed, rather than estimates or budgeted amounts. The one-stop operating budget will be periodically reconciled against actual costs incurred and adjusted accordingly. This reconciliation will ensure that the budget reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to the partner's use of the one-stop center and relative benefit received.

The IFA contains the infrastructure costs budget that is an integral component of the overall one-stop operating budget. The other component of the one-stop operating budget consists of "additional costs." While both components cover different cost categories, the operating budget is incomplete without the other; both are necessary to maintain the ULCWDB one-stop delivery system. Therefore, the one-stop operating budget must be presented with the MOU and the IFA negotiated as a mandatory step in the process. Changes in the one-stop required partners or an appeal by a one-stop partner's infrastructure cost contributions will require a renewal of the MOU.

Allocation refers to the process of assigning a cost, or group of costs, to one or more cost objectives in reasonable proportion to the benefit provided or equitable relationship. Partners have agreed to use the "square footage" cost allocation methodology for the Cumberland County Comprehensive AJC and the (Full Time Equivalent (FTE)) cost allocation methodology for the Putnam County Comprehensive AJC.

All parties to this MOU and IFA recognize that infrastructure costs are applicable to all required partners, whether they are physically located in the AJC or not. Each partner's contributions to these costs, however, may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the Partner programs' authorizing laws and regulations and the Uniform Guidance.

The partners agree that Putnam County Schools AE maximum cash contribution to allowable IFA costs is \$23,000.00 for infrastructure costs and \$7,000.00 for additional costs for 2024-2025. In addition, AE will provide 2 hours per week, as directed by the Putnam County AE District Director, for the Welcome Function at both the Cookeville AJC and Crossville AJC. Putnam County Schools will not be liable for any other costs that exceed these amounts. Required partners agree that once AE maximum funds have been exhausted, the remaining budget costs allocated to AE for the program year will be prorated among the other required partners.

Pursuant to the TDLWD Workforce Services Guidance - Outreach and Marketing, issued April 22, 2021, the required partners agree to allocate outreach and informational materials costs as a line-item within the IFA. Costs shall be reasonable and allowable under this guidance and approved by the contributing partners prior to purchase.

**13. DURATION/AMENDMENT/APPEAL PROCEDURES (WIOA Sec. 121 (c)(2)(A)(v)) (WIOA Final Rules §678.500(b) (5)) (Tennessee MOU/IFA Instructions Page 8) If additional space is needed, please include an attachment referencing this section.**

*Describe the duration of the MOU*

*Describe amendment procedures, including annual negotiation of infrastructure and shared system costs to address the following:*

- *The amount of notice a partner agency must provide the other partners to make amendments*
- *The procedures for informing other partners of the pending amendment*
- *The circumstances under which the local partners agree the MOU must be amended*
- *The procedures for amending the MOU to incorporate the final approved budget on an annual basis*
- *The procedures for terminating the MOU or a specific partner's participation in the MOU*
- *The process for resolving any disputes that evolve after the agreement is reached*
- *The appeals process for any disputes that evolve after the agreement is reached*
- *Process must follow the directives in WIOA 678.500(b)(5)*

*NOTE: Ensure the MOU reflects the most recent date as amendments are approved*

The duration of this MOU is one year, with the option for up to two one-year renewals. A single partner may terminate its participation as a party to this MOU upon thirty (30) days written notice to the UCLWDB. In such event, the UCLWDB will provide written notice to all remaining partners and will amend this MOU. A termination does not affect the MOU unless the number or contribution of the terminating partners is so substantial that it necessitates the negotiation of a new MOU.

The UCLWDB will notify the remaining parties of the intent to amend and will provide each remaining party thirty (30) days from date of the notice (unless another time frame is specified in the notice) to review the anticipated changes and to submit a response to LWDB. Failure by a party to respond within the prescribed time frame will be deemed that party's approval of the proposed changes.

The MOU may be amended upon mutual agreement of the parties provided it is consistent with federal, state or local laws, regulations, rules, plans, or policies or for one or more of the following reasons:

- 1) The addition or removal of a partner from this MOU.
- 2) Removal or addition of program responsibilities for any partner that administers more than one federal programs.
- 3) An extension of the effective ending date.
- 4) A change in AJC operator or fiscal agent or a change in the physical location of an AJC.
- 5) A change in the services, service delivering methods currently utilized, referral methods, methods to determine fair share, or methods to allocate cost.

All modifications must be in writing and approved by the UCLWDB. When a partner wishes to modify the MOU, the partner must first provide written notification thirty (30) days in advance of the proposed change to the UCLWDB Chair and outline the proposed modification(s). Upon notification, the LWDB Chair must ensure that discussions and negotiations related to the proposed modification take place with Partners in a timely manner and as appropriate. Amendment or modification of the MOU only requires the parties to review and agree to the elements of the MOU that changed. The UCLWDB Chair may call a special meeting to discuss the proposed modification(s). Upon agreement of all parties, a modification will be processed. If determined that a Partner is unwilling to agree to the MOU modification, the UCLWDB Chair must ensure that the dispute resolution process is followed.

Updates to the AJC budget will not require an amendment to this MOU unless such updates reflect an increase in the total budget amount. An amendment for this purpose will be signed by an authorized representative of UCLWDB, and all partners. The UCLWDB will ensure that all partners receive a copy of the amendment and revised budget once the amendment is fully executed.

If there are disputes that evolve after the agreement is reached, in the event the remaining party has questions and/or concerns regarding the proposed amendment, the party must list its questions and/or concerns in writing and submit to the UCLWDB. The amendments that will require the signatures of all parties must be executed no later than ninety (90) days prior to the end of the MOU period and amendments that require only the signatures of the UCLWDB, and the affected parties must be executed no later than forty-five (45) days from the end of the current state fiscal year. However, should a 678.500 (8)(5) dispute arise among any parties to this MOU in negotiations to amend or renew the MOU or pertinent to AJC operations or activities not addressed in this MOU, the parties shall first attempt to resolve all disputes informally. Any partner may call a meeting of all parties to this MOU to discuss and resolve disputes by contacting the WIOA Executive Director in writing.

For formal disputes, all parties are advised to actively participate in local negotiations in a good faith effort to reach an agreement. Any disputes shall first be attempted to be resolved informally. If the informal dispute fails, the dispute resolution process must be formally initiated by the petitioner seeking resolution. The petitioner must send a notification to UCLWDB chair and all parties to the MOU regarding the conflict within sixty (60) business days. The UCLWDB Chair will place the dispute on the agenda of a special meeting of the UCLWDB's Executive Committee. The Executive Committee shall attempt to mediate and resolve the dispute. The decision of the Executive Committee shall be final and binding unless there is a contradiction of state and federal laws governing the partner agencies. The Executive Committee must provide a written response and dated summary of the proposed resolution to all parties to MOU.

**14. RENEWAL PROVISIONS (WIOA Sec. 121(c)(2)(A)(v)) (WIOA Final Rules §678.500(b)(6)) (Tennessee MOU/IFA Instructions Page 8) If additional space is needed, please include an attachment referencing this section.**

*Provide the process and timeline in which MOU will be reviewed, including:*

- Explain the renewal process, which must occur at a minimum of every three years
- Describe the required renewal process if substantial changes occur before the MOU's three- year expiration date

*NOTE: Ensure the MOU reflects the most recent date as renewals are approved*

This MOU must be reviewed and renewed on an annual basis by action of the UCLWB.

To renew the MOU, either on an annual basis or if substantial changes occur before the annual review, the parties to this MOU agree to the following process:

- 1) Notification of partners: The UCLWDB Executive Director will notify all parties in writing that it is necessary to renew and execute the MOU and will provide all applicable policies and preceding MOU documents, as applicable, including a timeline for the renewal process.
- 2) Preliminary Review: All parties will be provided sufficient time to review the existing MOU to identify potential changes and submit them to the UCLWDB Executive Director prior to the negotiations meeting.
- 3) Negotiations Meeting: The UCLWDB Executive Director will arrange for all parties to meet to review the draft MOU and proposed changes within thirty (30) days of the notification.
- 4) Revised Draft MOU: The UCLWDB Executive Director will submit a revised draft MOU based on discussions at the negotiations meeting, and additional formal or informal meetings as needed, to all parties for review and final comments within thirty (30) days following the negotiations meeting.
- 5) Final Review and Comment: All parties will review the revised draft MOU and submit comments to the UCLWDB Executive Director within fourteen (14) days.
- 6) Signatures Obtained: The final draft MOU will be rotated to all parties for signatures by the UCLWDB Executive Director within forty-five (45) days of the release of the revised draft MOU.
- 7) The UCLWDB Chair will ensure that the MOU reflects the most recent date as renewals are approved.

**15. ADDITIONAL LOCAL PROVISIONS (OPTIONAL) (WIOA Sec. 121(c)(2)(B)) (WIOA Final Rules §678.500(c)) (Tennessee MOU/IFA Instructions Page 8) If additional space is needed, please include an attachment referencing this section.**

<p>Partners will actively assist in the achievement of KPI targets negotiated between the UCLWDB and TDWLD. Partners are responsible for meeting their individual program targets assigned by the TDLWD and will work with the UCLWDB Performance Team to set and reach periodic goals in furtherance of those targets. Partners will also take reasonable measures to encourage and facilitate target achievement for all partners under the UCLWDB one-stop network. Partners further agree to consult with the Performance Team on service delivery adjustments based upon performance tracking. As TDLWD funding allotments are based upon LWDA performance attainment, any partner not meeting TDLWD negotiated performance targets will be required to submit a Corrective Action Plan (CAP) to the Performance Team and UCLWDB Executive Director for meeting future targets.</p>
<p><b>16. ADDITIONAL PARTNERS (WIOA Sec. 121 (b)(2)) (Tennessee MOU/IFA Instructions Page 8) If additional space is needed, please include an attachment referencing this section.</b></p>
<p>Not Applicable</p>
<p><b>17. OTHER CONTRIBUTIONS (TEGL 16-16) (Tennessee MOU/IFA Instructions Page 8) If additional space is needed, please include an attachment referencing this section.</b></p> <ul style="list-style-type: none"> <li>• Describe contributions made to the one-stop system through other avenues, such as donations made by a non-partner entity</li> <li>• Document third party in-kind contributions made to supplement the operation of the American Job Center</li> </ul>
<p>Not Applicable</p>
<p><b>18. NON-DISCRIMINATION &amp; EQUAL OPPORTUNITY (WIOA Section 188) (Tennessee MOU/IFA Instructions Page 9) If additional space is needed, please include an attachment referencing this section.</b></p> <ul style="list-style-type: none"> <li>• Describe how all partner staff will comply fully with all non-discrimination requirements</li> </ul> <p>All parties to this MOU agree that they will comply fully with the non-discrimination and equal opportunity provisions of (1) Workforce Innovation and Opportunity Act Section 188, (2) Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq), (3) Nontraditional Employment for Women Act of 1991, (4) Civil Rights of 1964 Title VI (as amended), (5) Rehabilitation Act of 1973 Section 504 (as amended), (6) Age Discrimination Act of 1967 (as amended), and (7) Education Amendments of 1972 Title IX (as amended). Parties must also adhere to requirements imposed by, or pursuant to, regulations implementing these laws-including but not limited to 29 CFR 37-38.</p> <p>All partners agree that they will not discriminate in their employment practices or services on the basis of gender, gender identity and/or expression, age, race, religion, national origin, disability, veteran's status, or on the basis of any other classification protected under state or federal law. Partners assure that they have policies and procedures in place to address these issues, and that such policies and procedures have been disseminated to their employees and otherwise posted as required by law. All partners will also cooperate with compliance monitoring that is conducted to ensure that all AJC programs, services, technology, and materials are physically and programmatically accessible and available to all. Additionally, staff members will be trained to provide services to all, regardless of range of abilities, mobility, age, language, learning style, or comprehension or education level. In accordance with WIOA Final Rules, the decision as to which entity will be responsible for ensuring accessibility to the One-Stop Service Delivery system is ultimately the LWDB's to make.</p>
<p><b>19. PRIORITY OF SERVICE (TDLWD Veteran Priority of Service Policy) (WIOA Section 134 (c)(3)(E)) (Tennessee MOU/IFA Instructions Page 9) If additional space is needed, please include an attachment referencing this section.</b></p> <ul style="list-style-type: none"> <li>• Describe how each partner staff will comply with the priority of service requirements set forth in the Veteran Priority of Service Policy as well as priority of service outlined in WIOA section (c)(3)(E)</li> </ul> <p>All UCLWDB partners agree that they will adhere to all statutes, regulations, policies, and plans regarding priority of services including but not limited to priority of services for Veterans and their spouses and priority of services from WIOA Title I Adult Program, as required by 38 U.S.C. sec 4215. WIOA sec 134 (c)(3)(e) regulations. Partners will target recruitment of special populations that receive a focus for services under WIOA, such as individuals with disabilities, low-income individuals, basic skills deficient youth, and English language learners.</p> <p>The UCLWDB's priority of service policy is posted within the AJCs and on the system's website. Veterans or their eligible spouses are identified at the point of entry into the AJC through the VOS Greeter or in registering on Jobs4TN/VOS. Individuals identifying as a veteran or eligible spouse are asked to complete the Military Service Form LB-1118. In accordance with the TDLWD Veteran Priority of Service Policy, any individual self-identifying as a veteran or eligible spouse is provided immediate priority in the delivery of TDLWD-funded employment, training, and placement services, excluding those that require a commitment, such as a classroom training, by the partner staff administering the service.</p>
<p><b>20. AUTHORITY AND SIGNATURES (WIOA Final Rules §678.500(d)) (Tennessee MOU/IFA Instructions Page 10) If additional space is needed, please include an attachment referencing this section.</b></p> <ul style="list-style-type: none"> <li>• Include a statement that the individuals signing the MOU have authority to represent and sign on behalf of their program under WIOA</li> </ul> <p>All individuals signing the MOU have the authority to represent and sign on behalf of their respective program under WIOA. The parties agree that the provisions contained herein are subject to all applicable federal, state, and local laws, regulations and/or guidelines relating to nondiscrimination, equal opportunity, displacement, privacy rights of participants and maintenance of data and other confidential information relating to the AJC customers.</p> <p>All signatories certify the information contained within has been read and all questions have been asked and answered satisfactorily. Additionally, parties agree that signing this document certifies the signatory's understanding of the terms outlined herein and agreement with the MOU, Operating Budget, and IFA.</p>
<p><b>21. ATTACHMENTS (Tennessee MOU/IFA Instructions Page 11)</b></p> <ul style="list-style-type: none"> <li>• Services Matrix - Attachment II</li> <li>• Individual AJC Budget Template – Attachment III</li> <li>• Individual AJC Budget Instructions – Attachment IV</li> </ul>

**WORKFORCE LOCAL DEVELOPMENT BOARD CHAIR**

DocuSigned by:  
*Bob Young*  
Signature

Bob Young

Printed Name

6/20/2025

Date

Title

Organization

**CHIEF LOCAL ELECTED OFFICIAL**

Signed by:  
  
57-DB682743C6684D8  
Signatures

Printed Name

6/20/2025

Title

Date

Organization

**TITLE IB – ADULT, DISLOCATED WORKER, YOUTH**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE IB  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**TITLE II – ADULT EDUCATION AND FAMILY LITERACY**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE II  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**TITLE II – ADULT EDUCATION AND FAMILY LITERACY**

Signed by:  
*Freda Herndon*  
DB317B9C2E104A5:  
Signature

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Printed Name  
6/23/2025

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Title

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Date

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Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE II  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

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Signature

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Printed Name

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Title

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Date

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Organization

**TITLE II – ADULT EDUCATION AND FAMILY LITERACY**

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Signature

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Printed Name

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Title

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Date

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Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE II  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

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Signature

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Printed Name

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Title

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Date

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Organization

**TITLE II – ADULT EDUCATION AND FAMILY LITERACY**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE II  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**TITLE II – ADULT EDUCATION AND FAMILY LITERACY**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

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Date

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Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE II  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature


\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**TITLE III- EMPLOYMENT PROGRAMS UNDER WAGNER-PEYSER**

Signed by:  
  
F00CF4F03A9A40F  
Signature

Printed Name  
6/23/2025  
Date

Title

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE III – WAGNER-PEYSER  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature

Printed Name

Title

Date

Organization

**TITLE IV – REHABILITATION SERVICES**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE IV- REHABILITATION SERVICES  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**POST-SECONDARY CAREER AND TECHNICAL EDUCATION UNDER PERKINS**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR POST-SECONDARY PERKINS  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**UNEMPLOYMENT INSURANCE**

Signed by:  
*Sharonne Smith*  
Signature

Printed Name  
6/23/2025  
Date

Title

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR UNEMPLOYMENT INSURANCE  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature

Printed Name

Title

Date

Organization

**JOB COUNSELING, TRAINING AND PLACEMENT SERVICES FOR VETERANS**

Signed by:

*Sharonne Smith*

FD0CF4FD8A9A40F  
Signature

Printed Name

6/23/2025

Date

Title

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR VETERANS ACTIVITIES  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature

Printed Name

Title

Date

Organization

**TRADE READJUSTMENT ALLOWANCE (TRA)**

Signed by:  
*Sharonne Smith*  
FD0CF4FD8A9A40F  
Signature

Printed Name  
6/23/2025

Title

Date

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TRADE READJUSTMENT ACT  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature

Printed Name

Title

Date

Organization

**TRADE ADJUSTMENT ASSISTANCE (TAA)**

Signed by:  
Sharonne Smith  
Signature F00CF4FD8A9A40F

Printed Name  
6/23/2025  
Date

Title

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TRADE ADJUSTMENT ASSISTANCE  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature

Printed Name

Title

Date

Organization

**MIGRANT AND SEASONAL FARMWORKER PROGRAM**

Signed by:  
Sharonne Smith  
Signature

Printed Name  
6/23/2025  
Date

Title

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR MIGRANT AND SEASONAL FARMWORKER PROGRAM IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature

Printed Name

Title

Date

Organization

**NATIONAL FARMWORKER JOBS PROGRAM**

Signed by:  
*Joyria Diety*  
FDD6256899AE41E  
Signature

Printed Name  
6/20/2025  
Date

Title

Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR NATIONAL FARMWORKERS JOBS PROGRAM  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature


Printed Name

Title

Date

Organization

**COOMMUNITY SERVICES BLOCK GRANT (CBSG) PROGRAM**

Signed by:	
	
<small>AAZATC698119477...</small> Signature	Printed Name
_____	6/20/2025
Title	Date
_____	_____
Organization	
_____	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR CBSG PROGRAM  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

Signature	Printed Name
_____	_____
Title	Date
_____	_____
Organization	
_____	

**TITLE VI - SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM (SCSEP)**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE VI - SCSEP  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**TITLE VI - SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM (SCSEP)**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE VI - SCSEP  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**TITLE VI - SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM (SCSEP)**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE VI - SCSEP  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**TITLE VI - SENIOR COMMUNITY SERVICES EMPLOYMENT PROGRAM (SCSEP)**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TITLE VI - SCSEP  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR TANF  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**SECOND CHANCE PROGRAM**

Signed by:  
Sharonne Smith  
Signature F00CF4FD8A9A40F

Printed Name  
6/23/2025  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR SECOND CHANCE PROGRAM  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**HOUSING AND URBAN DEVELOPMENT EMPLOYMENT AND TRAINING ACTIVITIES**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR HUD EMPLOYMENT & TRAINING  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**JOB CORPS**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR JOB CORPS  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**YOUTHBUILD**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR YOUTHBUILD  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**REEMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR REEMPLOYMENT SERVICES & ELIGIBILITY ASSESSMENT  
ACTIVITIES  
IF DIFFERENT THAN THE SIGNATORY ABOVE**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

**SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM EMPLOYMENT AND TRAINING**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**INDIVIDUAL WHO NEGOTIATED THE LOCAL MOU FOR SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM  
EMPLOYMENT AND TRAINING  
ACTIVITIES IF DIFFERENT THAN THE SIGNATORY ABOVE**

_____ Signature	_____ Printed Name
_____ Title	_____ Date
_____ Organization	

**OTHER PARTY TO THE MOU:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Organization

Attachment II – CAREER SERVICES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)

Required Partners	BASIC CAREER SERVICES										
	Eligibility for Title IB	Outreach, Intake, Orientation	Initial Skills Assessment	Labor Exchange Services Including Job Search and Placement Assistance	Referral and Coordination with Other Programs	Workforce and Labor Market Info & Stats	Performance and Cost Info on Providers of Education and Training and workforce Services	Performance Info for Local Area as a Whole	Info on Availability of Supportive Services	Info and Meaningful Assistance with UI Claims	Assistance Establishing Eligibility for Financial Aid for Non-WIOA Training and Education
Title I: Adult, Dislocated Worker, Youth	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Title II: Adult Education and Family Literacy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title III: Employment Programs Under Wagner Peyster	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Title IV: Rehabilitation Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Title V: SCSEP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CSBG	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HUD Employment and Training Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Corps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Counseling, Training and Placement Services for Veterans	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MSFW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NIJJP	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Post-Secondary CTE under Perkins	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Second Chance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**BASIC CAREER SERVICES**

Required Partners	Eligibility for Title IB	Outreach, Intake, Orientation	Initial Skills Assessment	Labor Exchange Services Including Job Search and Placement Assistance	Referral and Coordination with Other Programs	Workforce and Labor Market Info and Stats	Performance and Cost Info on Providers of Education, Training and Workforce Services	Performance Info for the Local Area as a Whole	Info on Availability of Supportive Services	Info and Meaningful Assistance with UI Claims	Assistance Establishing Eligibility for Financial aid for Non-WIOA Training and Education
TAA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TANF	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
TRA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
UI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
YouthBuild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify): TCSEPP*	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

INDIVIDUALIZED AND FOLLOW-UP CAREER SERVICES

Required Partners	Comprehensive and Specialized Assessment	Development of Individual Employment Plan	Group Counseling	Individualized Counseling	Career Planning	Short-Term Pre-Vocational Services	Internships and Work Experience	Workforce Preparation Activities	Financial Literacy Services	Out of Area Job Search Assistance	English Language Acquisition	Follow up Services for Participant in Adult and Dislocated Worker
Title I: Adult, Dislocated Worker, Youth	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Title II: Adult Education and Family Literacy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Title III: Employment Programs under Wagner Peyser	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title IV: Rehabilitation Services	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Title V: SCSEP	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CSBG	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HUD Employment and Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Corps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Job Counseling, Training and Placement Services for Veterans	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
MSEW	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NIJP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Post-Secondary CTE under Perkins	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second Chance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
TAA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TANF	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TRA	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
UI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
YouthBuild	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify): TCSEPP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OTHER PROGRAMS AND ACTIVITIES AVAILABLE THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)	
Required Partners	OTHER PROGRAMS AND ACTIVITIES PROVIDED
Title I: Adult, Dislocated Worker, Youth	
Title II: Adult Education and Family Literacy	
Title III: Employment Programs under Wagner Peyser	
Title IV: Rehabilitation Services	
Title V: SCSEP	
CSBG	
HUD Employment and Training	
Job Corps	
Job Counseling, Training and Placement Services for Veterans	
MSFW	
Post-Secondary CTE under Perkins	
Second Chance	
TAA	
TANF	
TIRA	
UI	
YouthBuild	

**SERVICE DELIVERY METHOD THROUGH THE LOCAL COMPREHENSIVE ONE-STOP CENTER(S)**

<b>PROGRAM</b>	<b>SERVICES PROVIDED THROUGH OWN STAFF</b>	<b>SERVICES PROVIDED THROUGH CROSS-TRAINED STAFF</b>	<b>SERVICES PROVIDED THROUGH CONTRACTOR PROVIDER</b>	<b>SERVICES PROVIDED THROUGH DIRECT LINKAGE</b>
Title I: Adult, Dislocated Worker, Youth	All	Services: Partner: Services:	Services: Partner: Services:	Services: Partner: Services:
Title II: Adult Education and Family Literacy	All	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Title III: Employment Programs under Wagner Peyser	All	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Title IV: Rehabilitation Services	All	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Title V: SCSEP		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
CSBG		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
HUD Employment and Training Activities		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Job Corps		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Job Counseling, Training and Placement Services for Veterans		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
MSFW		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
NFJP		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Post-Secondary CTE under Perkins		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
Second Chance		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:
TAA		Partner: Services: Partner: Services:	Partner: Services: Partner: Services:	Partner: Services: Partner: Services:

PROGRAM	SERVICES PROVIDED THROUGH OWN STAFF	SERVICES PROVIDED THROUGH CROSS-TRAINED STAFF	SERVICES PROVIDED THROUGH CONTRACTOR PROVIDER	SERVICES PROVIDED THROUGH DIRECT LINKAGE
TANF	Services:	Services:	Services:	Services:
TRA	Partner:	Partner:	Partner:	Partner:
UI	Services:	Services:	Services:	Services:
YouthBuild	Partner:	Partner:	Partner:	Partner:
Other (specify):	Services:	Services:	Services:	Services:

<b>SECTION A – BUDGET SUMMARY</b>	
<b>Line Items</b>	<b>Instructions</b>
Office (site) Location	Enter name of the AJC (i.e., AJC Nashville)
Total Infrastructure Costs	Sum of all line item Infrastructure Cost indicated in Section B-Budget Categories. As provided in TEGL 17-16 Infrastructure costs of AJCs are defined as non-personnel costs that are necessary for the general operation of the one-stop center, including; rental of the facilities, utilities and maintenance, equipment (including assessment-related and assistive technology for individuals with disabilities); and technology to facilitate access to the one-stop center, including technology for the center’s planning and outreach activities (WIOA sec. 121(h)(4), 20 CFR 678.700(a), 34 CFR 361.700(a), and 34 CFR 463.700(a)) This list is not <b>exhaustive</b> .
Total Additional Costs	Sum of all line item Additional Cost indicated in Section B-Budget Categories. As provided in TEGL 17-16 One-stop partners must share in additional costs, which must include applicable career services, and may include shared operating costs and shared services that are necessary for the general operation of the one-stop center. Career Services. One-stop partners must ensure that at least some career services described in WIOA sec. 134©(2), are provided at the one-stop center. Shared Operating Costs and Shared Services. One-stop partners also may share other costs that support the operations of the one-stop centers, as well as the costs of shared services. The costs of shared services may include initial intake, assessment of needs, appraisal of basic skills, identification of appropriate services to meet such needs, referrals to other one-stop partners, and business services (WIOA sec. 121(i)(2), 20 CFR 678.760, 34 CFR 361.760, and 34 CFR 463.760).
Total Direct Costs	Sum of all line item Direct Cost indicated in Section B-Budget Categories. Direct Costs are attributable to a single grant program partner (i.e., WIOA staff providing ITA assistance only). These are non-shared costs.
<b>SECTION B – BUDGET CATEGORIES</b>	
<b>Line Items</b>	<b>Instructions</b>
a. Personnel	This amount will be the combined total of Administrative and Program wages. As infrastructure costs are non-personnel costs. This line item for infrastructure should be blank
o Administrative	Enter the amount of <b>wages</b> for <b>Administrative staff only</b>
o Program	Enter the amount of <b>wages</b> of <b>Program staff only</b>
b. Fringe Benefits	This amount will be the combined total of Administrative and Program fringe benefits. As infrastructure cost are non-personnel costs, this line item for infrastructure should be blank
o Administrative	Enter the amount of <b>fringe benefits</b> for <b>Administrative staff only</b>
o Program	Enter the amount of <b>wages</b> of <b>Program staff only</b>
c. Travel	Enter the amount for <b>staff related to travel</b>
d. Equipment	Enter the amount of funds expended on equipment. Expenditures must meet the prescribed threshold outlined in 2 CFR 200.33
e. Supplies	Enter the amount of funds expended on equipment. Expenditures must meet the prescribed threshold outline in 2 CFR 200.33
f. Contractual	Enter the amount of <b>contractual obligations</b> . For example, OSO costs would be an <b>Additional Costs</b> contractual item.
g. Other	Subrecipients are required to submit supporting documentation detailing the amount reflected here as Other Costs.
h. Sub-Total	This amount is the total of line items <b>a. through g.</b>
i. Indirect Charges	Provide Indirect Costs. Indirect Costs are attributable to an organization or entity and would not be reflected as shared costs, nor would they be allocated.
j. TOTALS	Amount reflects the total line item costs by cost category
<b>SECTION C – BUDGET NARRATIVE</b>	
Budget Narrative	Provide brief narrative in <b>support of the one-stop operating budget</b>

**Note:** Each AJC Partner will be required, for each site they have a present in, to complete an individual budget. These budgets will be consolidated into a master budget indicative of the one-stop operating budget and costs (TEGL 17-16).



**MOU Partners**

<b>Partner Program (TEGL 17-16)</b>	<b>Partner Organization</b>
WIOA Title I: Adult, Dislocated Workers, and Youth Programs	Career TEAM, LLC
WIOA Title II: Adult Education	Putnam County Board of Education Southern Middle TN Adult Education Volunteer State Community College Workforce Essentials Adult Education TCAT Athens
Title III: Wagner-Peyser Employment Services (ES)	TN Department of Labor and Workforce Development
Title IV: Vocational Rehabilitation	TN Dept of Human Service/ Vocational Rehabilitation
Re-employment Services Eligibility and Assessment	TN Department of Labor and Workforce Development
Supplemental Nutrition Assistance Program	TN Department of Labor and Workforce Development (TDLWD)
Jobs for Veterans State Grants (JVSG)	TN Department of Labor and Workforce Development
Senior Community Service Employment Program (SCSEP)	Career TEAM National Council on Aging Upper Cumberland Human Resource Agency Workforce Essentials
Unemployment Insurance (UI) programs	TN Department of Labor and Workforce Development
Community Services Block Grant	Upper Cumberland Human Resource Agency
Jobs for Veterans State Grants (JVSG)	TN Department of Labor and Workforce Development
National Farmworker Jobs Program	Tennessee Opportunity Programs, Inc
Migrant & Seasonal Farmworker Program	TN Opportunity Program
Trade Adjustment Assistance (TAA)	TN Department of Labor and Workforce Development
Temporary Assistance for Needy Families (TANF)	Workforce Essentials
Reentry Employment Opportunities (REO)	TN Dept of Labor & Workforce Development Office of Reentry

Authorization / Category	Physically Colocated - Putnam County AJC
WIOA title I Adult, Dislocated Workers, and Youth Programs	x
WIOA Title II Adult Education and Family Literacy Act (AEFLA) program	x
WIOA title III Wagner-Peyser Employment Services (ES), authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), also providing the state's public labor exchange	x
WIOA title IV State Vocational Rehabilitation program, authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C.720 et seq.)	x
Re-employment Services Eligibility and Assessment	x
Supplemental Nutrition Assistance Program	x
Jobs for Veterans State Grants (JVSG), authorized under chapter 41 of title 38, U.S.C.	x
Senior Community Service Employment Program (SCSEP), authorized under title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.)	x
Unemployment Insurance (UI) programs under state unemployment compensation laws	x
Employment and training activities carried out under the Community Services Block Grant Act (CSBG) (42 U.S.C. 9901 et seq.)	
Jobs for Veterans State Grants (JVSG), authorized under chapter 41 of title 38, U.S.C.	
Migrant & Seasonal Farmworker Program	
Trade Adjustment Assistance (TAA), authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271et seq.)	
Temporary Assistance for Needy Families (TANF), authorized under part A of title IV of the Social Security Act (42 U.S.C. 601et seq.)	
Reentry Employment Opportunities (REO) programs authorized under sec. 212 of the Second Chance Act of 2007 (42 U.S.C. 17532)	



- 1) Add additional columns as needed to accommodate for all American Job Centers located in the local workforce development area.
- 2) Add additional rows as needed to accommodate for all American Job Center partner programs located in the local workforce development area.
- 3) Indicate with either a "Yes" or "No" to state whether the partner program is physically colocated in the corresponding center or if there is a direct linkage.





Budget	
Cost Pool	Cost Item
Third Party Professional	Document Destruction Services
Third Party Professional	General Business Consulting Services
Communications	Telecommunications
Communications	Telecommunications
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Professional Services	Data Processing Services
Professional Services	Data Processing Services
Professional Services	Other
Professional Services	Other
Professional Services	Printing and reproduction by State Agencies
Professional Services	Telephone Billing
Professional Services	Telephone Billing
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Supplies	Office Supplies and Office Furniture
Utilities	Electricity
Benefits	401k- Hybrid Plan Reg Earn
Benefits	401k- Hybrid Plan Reg Earn
Benefits	Dental Services
Benefits	Dental Services
Benefits	FICA
Benefits	FICA
Benefits	Group Life Insurance
Benefits	Group Life Insurance
Benefits	Long-term Disability Insurance
Benefits	Long-term Disability Insurance
Benefits	Medicare FICA
Benefits	Medicare FICA
Benefits	OPEB Normal Cost
Benefits	Retirement
Benefits	Retirement Hybrid Plan
Benefits	Retirement Hybrid Plan
Data Processing	Rent or Lease of Data Processing Equipment
Indirect Costs	Indirect Cost Charges
Indirect Costs	Indirect Cost Charges
Salaries	Millitary Leave with Pay
Salaries	Paid Annual
Salaries	Paid Holiday
Salaries	Paid Holiday
Salaries	Paid Sick Leave
Salaries	Paid Sick Leave
Salaries	Regular Salaries and Wages
Salaries	Regular Salaries and Wages
Training for Employees	Payments for Out-Service Training
Travel	In-State Lodging
Travel	In-State Meals and Incidentals
Travel	In-State Mileage

Allocation Base	Cost
FTE	\$ 7.54
FTE	\$ 3,771.55
FTE	\$ 184.84
FTE	\$ 287.49
Direct	\$ 989.16
FTE	\$ 1,138.69
FTE	\$ 798.04
FTE	\$ 3,388.32
FTE	\$ 656.58
FTE	\$ 701.57
FTE	\$ 10.09
FTE	\$ 204.73
FTE	\$ 1,970.59
FTE	\$ 8,895.72
FTE	\$ 11,449.20
FTE	\$ 67.08
FTE	\$ 1.83
FTE	\$ 48.65
Direct	\$ 3,067.15
Direct	\$ 3.36
Direct	\$ 15.93
Direct	\$ 458.24
Direct	\$ 1,674.13
Direct	\$ 15.98
Direct	\$ 117.42
Direct	\$ 17.75
Direct	\$ 39.84
Direct	\$ 107.17
Direct	\$ 391.56
Direct	\$ 142.70
Direct	\$ 1,454.52
Direct	\$ 23.12
Direct	\$ 1,348.16
Direct	\$ 90.49
Direct	\$ 1,358.76
Direct	\$ 4,734.01
Direct	\$ 278.10
Direct	\$ 1,617.81
Direct	\$ 341.21
Direct	\$ 2,318.01
Direct	\$ 48.72
Direct	\$ 543.84
Direct	\$ 6,507.54
Direct	\$ 22,752.54
Direct	\$ 82.71
Direct	\$ 68.45
Direct	\$ 47.15
Direct	\$ 674.33

- 1) Use the drop-down to select the
- 2) Cost Category - Infrastructure a
- 3) Use the dropdown for Cost Pool costs).
- 4) Allocation Base - infrastructure
- 5) Cost - this should reflect the full

the appropriate item for the applicable columns. If additional items are needed, the fiscal agent is asked to  
and Additional costs are classified as shared costs - these costs will be shared across programs.  
to select the appropriate cost objective. These should align with the selections made in Cost Category (C  
costs and additional costs MUST be assigned either an FTE or Square Footage allocation base. Direct is re  
cost of the item prior to any allocation methodology.

contact TDLWD staff - Sherri Mays and/or Brian Eardley.

for example, rent and utilities should be classified as infrastructure

reserved only for the Non-Shared Direct cost category.





Third Party Professional	General Business Consulting Services
Professional Services	Telephone Billing
Professional Services	Telephone Billing
Utilities	Electricity
Travel	In-State Mileage
Professional Services	Telephone Billing
Third Party Professional	Document Destruction Services
Third Party Professional	Document Destruction Services
Third Party Professional	General Business Consulting Services
Communications	Telecommunications
Communications	Telecommunications
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Professional Services	Data Processing Services
Professional Services	Data Processing Services
Professional Services	Other
Professional Services	Other
Professional Services	Printing and reproduction by State Agencies
Professional Services	Telephone Billing
Professional Services	Telephone Billing
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Supplies	Office Supplies and Office Furniture
Supplies	Operational Supplies
Utilities	Electricity
Benefits	401k- Hybrid Plan Reg Earn
Benefits	401k- Hybrid Plan Reg Earn
Benefits	401K Match
Benefits	Dental Services
Benefits	Dental Services
Benefits	FICA
Benefits	FICA
Benefits	Group Life Insurance
Benefits	Group Life Insurance
Benefits	Health Insurance
Benefits	Health Insurance
Benefits	Intradepartmental Employee Benefit Distribution
Benefits	Long-term Disability Insurance
Benefits	Long-term Disability Insurance
Benefits	Medicare FICA
Benefits	Medicare FICA
Benefits	OPEB Normal Cost
Benefits	Retirement
Benefits	Retirement Hybrid Plan
Benefits	Retirement Hybrid Plan
Data Processing	Rent or Lease of Data Processing Equipment
Indirect Costs	Indirect Cost Charges
Indirect Costs	Indirect Cost Charges
Salaries	Intradepartmental Salary Distribution
Salaries	Paid Annual
Salaries	<b>Paid Annual</b>

FTE	\$ 3,712.49
FTE	\$ 154.20
FTE	\$ 222.12
FTE	\$ 1,066.55
Direct	\$ 414.06
FTE	\$ 661.95
FTE	\$ 18.49
FTE	\$ 37.41
FTE	\$ 2,543.68
FTE	\$ 133.69
FTE	\$ 169.98
FTE	\$ 453.52
FTE	\$ 679.83
FTE	\$ 3,591.05
FTE	\$ 3,704.01
FTE	\$ 799.85
FTE	\$ 847.08
FTE	\$ 9.76
FTE	\$ 970.93
FTE	\$ 1,275.23
FTE	\$ 6,532.90
FTE	\$ 6,785.31
FTE	\$ 169.84
FTE	\$ 5.97
FTE	\$ 1.82
Direct	\$ 787.31
Direct	\$ 3,035.32
Direct	\$ 581.46
Direct	\$ 259.49
Direct	\$ 268.04
Direct	\$ 2,675.78
Direct	\$ 3,496.91
Direct	\$ 78.52
Direct	\$ 120.67
Direct	\$ 17,475.00
Direct	\$ 17,860.45
Direct	\$ 1,698.76
Direct	\$ 117.96
Direct	\$ 145.98
Direct	\$ 625.88
Direct	\$ 817.90
Direct	\$ 1,089.14
Direct	\$ 10,673.79
Direct	\$ 345.63
Direct	\$ 1,308.39
Direct	\$ 218.40
Direct	\$ 10,340.48
Direct	\$ 14,164.19
Direct	\$ 1,803.95
Direct	\$ 2,882.53
Direct	\$ 6,241.07









Salaries	Paid Holiday
Salaries	Paid Holiday
Salaries	Paid Sick Leave
Salaries	Paid Sick Leave
Salaries	Regular Salaries and Wages
Salaries	Regular Salaries and Wages
Training for Employees	Payments for Out-Service Training
Travel	In-State Lodging
Travel	In-State Meals and Incidentals
Travel	In-State Mileage
Travel	In-State Travel
Third Party Professional	Document Destruction Services
Third Party Professional	Document Destruction Services
Third Party Professional	General Business Consulting Services
Third Party Professional	General Business Consulting Services
Communications	Telecommunications
Communications	Telecommunications
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Professional Services	Data Processing Services
Professional Services	Data Processing Services
Professional Services	Other
Professional Services	Other
Professional Services	Printing and reproduction by State Agencies
Professional Services	Telephone Billing
Professional Services	Telephone Billing
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Supplies	Office Supplies and Office Furniture
Supplies	Operational Supplies
Utilities	Electricity
Utilities	Electricity
Benefits	401k- Hybrid Plan Reg Earn
Benefits	401k- Hybrid Plan Reg Earn
Benefits	Dental Services
Benefits	Dental Services
Benefits	FICA
Benefits	FICA
Benefits	Group Life Insurance
Benefits	Group Life Insurance
Benefits	Health Insurance
Benefits	Health Insurance
Benefits	Long-term Disability Insurance
Benefits	Long-term Disability Insurance
Benefits	Medicare FICA
Benefits	Medicare FICA
Benefits	Retirement Hybrid Plan
Benefits	Retirement Hybrid Plan
Data Processing	Rent or Lease of Data Processing Equipment
Indirect Costs	Indirect Cost Charges
Indirect Costs	Indirect Cost Charges

Direct	\$ 2,994.06
Direct	\$ 3,364.37
Direct	\$ 919.97
Direct	\$ 1,266.86
Direct	\$ 41,130.06
Direct	\$ 50,220.99
Direct	\$ 282.94
Direct	\$ 308.02
Direct	\$ 125.43
Direct	\$ 390.77
Direct	\$ 23.63
FTE	\$ 5.01
FTE	\$ 6.22
FTE	\$ 633.56
FTE	\$ 2,078.71
FTE	\$ 19.33
FTE	\$ 49.34
FTE	\$ 36.26
FTE	\$ 194.66
FTE	\$ 311.30
FTE	\$ 2,940.54
FTE	\$ 123.14
FTE	\$ 164.97
FTE	\$ 4.60
FTE	\$ 804.30
FTE	\$ 1,519.23
FTE	\$ 967.49
FTE	\$ 1,856.85
FTE	\$ 42.91
FTE	\$ 0.83
FTE	\$ 0.26
FTE	\$ 716.85
Direct	\$ 790.36
Direct	\$ 1,132.13
Direct	\$ 3.18
Direct	\$ 153.96
Direct	\$ 708.83
Direct	\$ 994.12
Direct	\$ 28.61
Direct	\$ 38.26
Direct	\$ 4,999.04
Direct	\$ 5,453.01
Direct	\$ 27.32
Direct	\$ 37.40
Direct	\$ 165.88
Direct	\$ 232.56
Direct	\$ 334.13
Direct	\$ 504.48
Direct	\$ 62.85
Direct	\$ 2,712.93
Direct	\$ 3,799.22









Salaries	Paid Annual
Salaries	Paid Annual
Salaries	Paid Holiday
Salaries	Paid Holiday
Salaries	Paid Sick Leave
Salaries	Paid Sick Leave
Salaries	Regular Salaries and Wages
Salaries	Regular Salaries and Wages
Training for Employees	Payments for Out-Service Training
Training for Employees	Payments for Out-Service Training
Travel	In-State Lodging
Travel	In-State Lodging
Travel	In-State Meals and Incidentals
Travel	In-State Meals and Incidentals
Travel	In-State Mileage
Travel	In-State Mileage
Travel	In-State Travel
Travel	In-State Travel
Third Party Professional	Document Destruction Services
Third Party Professional	Document Destruction Services
Third Party Professional	General Business Consulting Services
Third Party Professional	General Business Consulting Services
Third Party Professional	General Business Consulting Services
Communications	Telecommunications
Communications	Telecommunications
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Maintenance	Other Maintenance and Services of Building by Non-State Agencies
Professional Services	Data Processing Services
Professional Services	Data Processing Services
Professional Services	Other
Professional Services	Other
Professional Services	Printing and reproduction by State Agencies
Professional Services	Printing and reproduction by State Agencies
Professional Services	Telephone Billing
Professional Services	Telephone Billing
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Rentals and Insurance	Rent or Lease of Buildings from Non-State Agencies
Supplies	Office Supplies and Office Furniture
Supplies	Office Supplies and Office Furniture
Supplies	Operational Supplies
Utilities	Electricity
Utilities	Electricity
Utilities	Electricity
Benefits	401k- Hybrid Plan Reg Earn
Benefits	401k- Hybrid Plan Reg Earn
Benefits	401K Match
Benefits	Dental Services
Benefits	Dental Services
Benefits	FICA
Benefits	FICA
Benefits	Group Life Insurance
Benefits	Group Life Insurance

Direct	\$ 106.08
Direct	\$ 2,702.52
Direct	\$ 2,167.27
Direct	\$ 2,604.24
Direct	\$ 244.22
Direct	\$ 1,049.80
Direct	\$ 5,881.70
Direct	\$ 15,959.11
Direct	\$ 72.37
Direct	\$ 198.91
Direct	\$ 74.58
Direct	\$ 226.34
Direct	\$ 40.79
Direct	\$ 118.19
Direct	\$ 373.82
Direct	\$ 768.46
Direct	\$ 5.90
Direct	\$ 20.81
FTE	\$ 53.00
FTE	\$ 124.43
FTE	\$ 320.35
FTE	\$ 6,940.40
FTE	\$ 7,967.14
FTE	\$ 487.59
FTE	\$ 490.07
FTE	\$ 1,244.02
FTE	\$ 2,485.98
FTE	\$ 11,439.97
FTE	\$ 14,141.12
FTE	\$ 2,423.61
FTE	\$ 2,692.58
FTE	\$ 31.83
FTE	\$ 84.38
FTE	\$ 7,060.31
FTE	\$ 9,520.33
FTE	\$ 18,736.39
FTE	\$ 24,102.84
FTE	\$ 446.45
FTE	\$ 867.90
FTE	\$ 14.13
FTE	\$ 5.24
FTE	\$ 100.25
FTE	\$ 2,696.41
Direct	\$ 8,902.91
Direct	\$ 9,113.53
Direct	\$ 586.35
Direct	\$ 566.63
Direct	\$ 969.37
Direct	\$ 11,935.68
Direct	\$ 12,142.35
Direct	\$ 434.86
Direct	\$ 491.29









Benefits	Health Insurance
Benefits	Health Insurance
Benefits	Intradepartmental Employee Benefit Distribution
Benefits	Intradepartmental Employee Benefit Distribution
Benefits	Long-term Disability Insurance
Benefits	Long-term Disability Insurance
Benefits	Medicare FICA
Benefits	Medicare FICA
Benefits	OPEB Normal Cost
Benefits	OPEB Normal Cost
Benefits	Retirement
Benefits	Retirement
Benefits	Retirement Hybrid Plan
Benefits	Retirement Hybrid Plan
Data Processing	Rent or Lease of Data Processing Equipment
Data Processing	Rent or Lease of Data Processing Equipment
Indirect Costs	Indirect Cost Charges
Indirect Costs	Indirect Cost Charges
Salaries	Intradepartmental Salary Distribution
Salaries	Longevity
Salaries	Longevity
Salaries	Paid Annual
Salaries	Paid Annual
Salaries	Paid Holiday
Salaries	Paid Holiday
Salaries	Paid Sick Leave
Salaries	Paid Sick Leave
Salaries	Regular Salaries and Wages
Salaries	Regular Salaries and Wages
Training for Employees	Payments for Out-Service Training
Training for Employees	Payments for Out-Service Training
Training for Employees	Payments for Out-Service Training
Travel	In-State Lodging
Travel	In-State Lodging
Travel	In-State Lodging
Travel	In-State Meals and Incidentals
Travel	In-State Meals and Incidentals
Travel	In-State Meals and Incidentals
Travel	In-State Mileage
Travel	In-State Mileage
Travel	In-State Mileage
Travel	In-State Travel
Travel	In-State Travel
Travel	In-State Travel
Third Party Professional	WIOA Title I - Adult
Third Party Professional	WIOA Title I - Dislocated Worker
Third Party Professional	WIOA Title I - Youth
Third Party Professional	WIOA Title II - Adult Education
Third Party Professional	WIOA Title III - Wagner Peyser
Third Party Professional	WIOA Title IV - Vocational Rehabilitation
Third Party Professional	RESEA - State
Third Party Professional	SNAP E&T - State

Direct	\$ 56,297.86
Direct	\$ 60,486.64
Direct	\$ 96.25
Direct	\$ 2,795.03
Direct	\$ 331.64
Direct	\$ 517.75
Direct	\$ 2,791.59
Direct	\$ 2,839.80
Direct	\$ 1,108.05
Direct	\$ 1,160.37
Direct	\$ 13,492.10
Direct	\$ 14,840.54
Direct	\$ 3,897.23
Direct	\$ 4,015.19
Direct	\$ 649.53
Direct	\$ 1,133.94
Direct	\$ 43,973.70
Direct	\$ 44,764.84
Direct	\$ 3,852.31
Direct	\$ 3,900.00
Direct	\$ 4,500.00
Direct	\$ 13,129.33
Direct	\$ 13,813.01
Direct	\$ 10,864.08
Direct	\$ 13,180.37
Direct	\$ 6,119.54
Direct	\$ 10,101.34
Direct	\$ 169,345.47
Direct	\$ 172,523.01
Direct	\$ 41.17
Direct	\$ 768.71
Direct	\$ 825.74
Direct	\$ 46.02
Direct	\$ 846.45
Direct	\$ 902.62
Direct	\$ 24.80
Direct	\$ 374.30
Direct	\$ 651.62
Direct	\$ 1,614.38
Direct	\$ 4,434.00
Direct	\$ 4,760.58
Direct	\$ 5.97
Direct	\$ 62.94
Direct	\$ 78.65
FTE	17.02
FTE	17.02
FTE	17.02
FTE	45.39
FTE	71.49
FTE	22.7
FTE	24.97
FTE	17.02







JVSG - CONS	Infrastructure Costs
SCSEP	Infrastructure Costs
Unemployment Insurance	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
JVSG - CONS	Infrastructure Costs
SCSEP	Infrastructure Costs
Unemployment Insurance	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
JVSG - CONS	Infrastructure Costs
SCSEP	Infrastructure Costs
Unemployment Insurance	Infrastructure Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs



FTE	22.7
FTE	17.02
FTE	22.7
FTE	103.85
FTE	103.85
FTE	103.85
FTE	276.92
FTE	436.15
FTE	138.46
FTE	152.31
FTE	103.85
FTE	138.46
FTE	103.85
FTE	138.46
FTE	1620
FTE	1620
FTE	1620
FTE	4320
FTE	6804
FTE	2160
FTE	2376
FTE	1620
FTE	2160
FTE	1620
FTE	2160
FTE	2084.36
FTE	2084.36
FTE	2084.36
FTE	5558.3
FTE	8754.32
FTE	2779.15
FTE	3057.06
FTE	2084.36
FTE	2779.15
FTE	2084.36
FTE	2779.15
FTE	696.66
FTE	696.66
FTE	696.66
FTE	1857.76
FTE	2925.97
FTE	928.88
FTE	1021.77
FTE	696.66
FTE	928.88
FTE	696.66
FTE	928.88
FTE	88.54
FTE	88.54
FTE	88.54
FTE	236.12
FTE	371.89
FTE	118.06







RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs

Travel	OSO
Travel	OSO
Travel	OSO
Travel	OSO
Travel	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO

FTE	129.87
FTE	88.54
FTE	118.06
FTE	88.54
FTE	118.06
FTE	4.92
FTE	4.92
FTE	4.92
FTE	13.11
FTE	20.65
FTE	6.56
FTE	7.21
FTE	4.92
FTE	6.56
FTE	4.92
FTE	6.56
FTE	2.95
FTE	2.95
FTE	2.95
FTE	7.87
FTE	12.39
FTE	3.93
FTE	4.33
FTE	2.95
FTE	3.93
FTE	2.95
FTE	3.93
FTE	22.42
FTE	22.42
FTE	22.42
FTE	59.79
FTE	94.17
FTE	29.9
FTE	32.89
FTE	22.42
FTE	29.9
FTE	22.42
FTE	29.9
FTE	0.04
FTE	0.04
FTE	0.04
FTE	0.12
FTE	0.18
FTE	0.06
FTE	0.06
FTE	0.04
FTE	0.06
FTE	0.04
FTE	0.06
FTE	0.04
FTE	0.06
FTE	2.14
FTE	2.14
FTE	2.14
FTE	5.7







WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
JVSG - CONS	Additional Costs
SCSEP	Additional Costs
Unemployment Insurance	Additional Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
JVSG - CONS	Infrastructure Costs
SCSEP	Infrastructure Costs
Unemployment Insurance	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
JVSG - CONS	Infrastructure Costs
SCSEP	Infrastructure Costs
Unemployment Insurance	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs

Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Rentals and Insurance	WIOA Title I - Adult
Rentals and Insurance	WIOA Title I - Dislocated Worker
Rentals and Insurance	WIOA Title I - Youth
Rentals and Insurance	WIOA Title II - Adult Education
Rentals and Insurance	WIOA Title III - Wagner Peyser
Rentals and Insurance	WIOA Title IV - Vocational Rehabilitation
Rentals and Insurance	RESEA - State
Rentals and Insurance	SNAP E&T - State
Rentals and Insurance	JVSG - CONS
Rentals and Insurance	SCSEP
Rentals and Insurance	Unemployment Insurance
Communications	WIOA Title I - Adult
Communications	WIOA Title I - Dislocated Worker
Communications	WIOA Title I - Youth
Communications	WIOA Title II - Adult Education
Communications	WIOA Title III - Wagner Peyser
Communications	WIOA Title IV - Vocational Rehabilitation
Communications	RESEA - State
Communications	SNAP E&T - State
Communications	JVSG - CONS
Communications	SCSEP
Communications	Unemployment Insurance
Rentals and Insurance	WIOA Title I - Adult
Rentals and Insurance	WIOA Title I - Dislocated Worker
Rentals and Insurance	WIOA Title I - Youth

FTE	8.97
FTE	2.85
FTE	3.13
FTE	2.14
FTE	2.85
FTE	2.14
FTE	2.85
FTE	24
FTE	24
FTE	24
FTE	64.01
FTE	100.82
FTE	32.01
FTE	35.21
FTE	24
FTE	32.01
FTE	24
FTE	32.01
FTE	292.1
FTE	292.1
FTE	292.1
FTE	778.92
FTE	1226.8
FTE	389.46
FTE	428.41
FTE	292.1
FTE	389.46
FTE	292.1
FTE	389.46
FTE	8100
FTE	8100
FTE	8100
FTE	21600
FTE	34020
FTE	10800
FTE	11880
FTE	8100
FTE	10800
FTE	8100
FTE	10800
FTE	214.38
FTE	214.38
FTE	214.38
FTE	571.69
FTE	900.41
FTE	285.85
FTE	314.43
FTE	214.38
FTE	285.85
FTE	214.38
FTE	285.85
FTE	\$ 3,051.94
FTE	\$ 3,051.94
FTE	\$ 3,051.94







WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs

Rentals and Insurance	WIOA Title II - Adult Education
Rentals and Insurance	WIOA Title III - Wagner Peyser
Rentals and Insurance	WIOA Title IV - Vocational Rehabilitation
Rentals and Insurance	RESEA - State
Rentals and Insurance	SNAP E&T - State
Rentals and Insurance	WIOA Title I - Adult
Rentals and Insurance	WIOA Title I - Dislocated Worker
Rentals and Insurance	WIOA Title I - Youth
Rentals and Insurance	WIOA Title II - Adult Education
Rentals and Insurance	WIOA Title III - Wagner Peyser
Rentals and Insurance	WIOA Title IV - Vocational Rehabilitation
Rentals and Insurance	RESEA - State
Rentals and Insurance	SNAP E&T - State
Communications	WIOA Title I - Adult
Communications	WIOA Title I - Dislocated Worker
Communications	WIOA Title I - Youth
Communications	WIOA Title II - Adult Education
Communications	WIOA Title III - Wagner Peyser
Communications	WIOA Title IV - Vocational Rehabilitation
Communications	RESEA - State
Communications	SNAP E&T - State
Utilities	WIOA Title I - Adult
Utilities	WIOA Title I - Dislocated Worker
Utilities	WIOA Title I - Youth
Utilities	WIOA Title II - Adult Education
Utilities	WIOA Title III - Wagner Peyser
Utilities	WIOA Title IV - Vocational Rehabilitation
Utilities	RESEA - State
Utilities	SNAP E&T - State
Third Party Professional	WIOA Title I - Adult
Third Party Professional	WIOA Title I - Dislocated Worker
Third Party Professional	WIOA Title I - Youth
Third Party Professional	WIOA Title II - Adult Education
Third Party Professional	WIOA Title III - Wagner Peyser
Third Party Professional	WIOA Title IV - Vocational Rehabilitation
Third Party Professional	RESEA - State
Third Party Professional	SNAP E&T - State
Salaries	OSO
Salaries	OSO
Salaries	OSO
Salaries	OSO
Salaries	OSO
Salaries	OSO
Salaries	OSO
Salaries	OSO
Salaries	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Benefits	OSO
Travel	OSO
Travel	OSO
Travel	OSO
Travel	OSO

FTE	\$ 18,311.63
FTE	\$ 28,840.81
FTE	\$ 9,155.81
FTE	\$ 10,071.39
FTE	\$ 6,866.86
FTE	\$ 66.67
FTE	\$ 66.67
FTE	\$ 66.67
FTE	\$ 400.00
FTE	\$ 630.00
FTE	\$ 200.00
FTE	\$ 220.00
FTE	\$ 150.00
FTE	\$ 70.00
FTE	\$ 70.00
FTE	\$ 70.00
FTE	\$ 420.00
FTE	\$ 661.50
FTE	\$ 210.00
FTE	\$ 231.00
FTE	\$ 157.50
FTE	\$ 16.33
FTE	\$ 16.33
FTE	\$ 16.33
FTE	\$ 98.00
FTE	\$ 154.35
FTE	\$ 49.00
FTE	\$ 53.90
FTE	\$ 36.75
FTE	\$ 520.00
FTE	\$ 520.00
FTE	\$ 520.00
FTE	\$ 3,120.00
FTE	\$ 4,914.00
FTE	\$ 1,560.00
FTE	\$ 1,716.00
FTE	\$ 1,170.00
FTE	\$ 1,338.11
FTE	\$ 1,338.11
FTE	\$ 1,338.11
FTE	\$ 8,028.65
FTE	\$ 12,645.12
FTE	\$ 4,014.33
FTE	\$ 4,415.76
FTE	\$ 3,010.74
FTE	\$ 447.24
FTE	\$ 447.24
FTE	\$ 447.24
FTE	\$ 2,683.43
FTE	\$ 4,226.40
FTE	\$ 1,341.71
FTE	\$ 1,475.88
FTE	\$ 1,006.28
FTE	\$ 39.35
FTE	\$ 39.35
FTE	\$ 39.35
FTE	\$ 236.12







WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs
WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title II - Adult Education	Additional Costs
WIOA Title III - Wagner Peyser	Additional Costs

Travel	OSO
Travel	OSO
Travel	OSO
Travel	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO

FTE	\$	371.89
FTE	\$	118.06
FTE	\$	129.87
FTE	\$	88.54
FTE	\$	2.19
FTE	\$	2.19
FTE	\$	2.19
FTE	\$	13.11
FTE	\$	20.65
FTE	\$	6.56
FTE	\$	7.21
FTE	\$	4.92
FTE	\$	1.31
FTE	\$	1.31
FTE	\$	1.31
FTE	\$	7.87
FTE	\$	12.39
FTE	\$	3.93
FTE	\$	4.33
FTE	\$	2.95
FTE	\$	9.97
FTE	\$	9.97
FTE	\$	9.97
FTE	\$	59.79
FTE	\$	94.17
FTE	\$	29.90
FTE	\$	32.89
FTE	\$	22.42
FTE	\$	0.02
FTE	\$	0.02
FTE	\$	0.02
FTE	\$	0.12
FTE	\$	0.18
FTE	\$	0.06
FTE	\$	0.06
FTE	\$	0.04
FTE	\$	0.95
FTE	\$	0.95
FTE	\$	0.95
FTE	\$	5.70
FTE	\$	8.97
FTE	\$	2.85
FTE	\$	3.13
FTE	\$	2.14
FTE	\$	10.67
FTE	\$	10.67
FTE	\$	10.67
FTE	\$	64.01
FTE	\$	100.82
FTE	\$	32.01
FTE	\$	35.21
FTE	\$	24.00
FTE	\$	129.82
FTE	\$	129.82
FTE	\$	129.82
FTE	\$	778.92
FTE	\$	1,226.80







WIOA Title IV - Vocational Rehabilitation	Additional Costs
RESEA - State	Additional Costs
SNAP E&T - State	Additional Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title II - Adult Education	Infrastructure Costs
WIOA Title III - Wagner Peyser	Infrastructure Costs
WIOA Title IV - Vocational Rehabilitation	Infrastructure Costs
RESEA - State	Infrastructure Costs
SNAP E&T - State	Infrastructure Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs

Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Utilities	WIOA Title I - Adult
Utilities	WIOA Title I - Dislocated Worker
Utilities	WIOA Title I - Youth
Utilities	WIOA Title II - Adult Education
Utilities	WIOA Title III - Wagner Peyser
Utilities	WIOA Title IV - Vocational Rehabilitation
Utilities	RESEA - State
Utilities	SNAP E&T - State
Third Party Professional	WIOA Title I - Adult
Third Party Professional	WIOA Title I - Dislocated Worker
Third Party Professional	WIOA Title I - Youth
Third Party Professional	WIOA Title II - Adult Education
Third Party Professional	WIOA Title III - Wagner Peyser
Third Party Professional	WIOA Title IV - Vocational Rehabilitation
Third Party Professional	RESEA - State
Third Party Professional	SNAP E&T - State
Utilities	WIOA Title I - Adult
Utilities	WIOA Title I - Dislocated Worker
Utilities	WIOA Title I - Youth
Utilities	WIOA Title II - Adult Education
Utilities	WIOA Title III - Wagner Peyser
Utilities	WIOA Title IV - Vocational Rehabilitation
Utilities	RESEA - State
Utilities	SNAP E&T - State
Travel	OSO
Travel	OSO
Travel	OSO
Printing	OSO
Printing	OSO
Printing	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Rentals and Insurance	WIOA Title I - Adult
Rentals and Insurance	WIOA Title I - Dislocated Worker
Rentals and Insurance	WIOA Title I - Youth
Travel	OSO
Travel	OSO
Travel	OSO

FTE	\$ 389.46
FTE	\$ 428.41
FTE	\$ 292.10
FTE	\$ 72.14
FTE	\$ 72.14
FTE	\$ 72.14
FTE	\$ 432.84
FTE	\$ 681.72
FTE	\$ 216.42
FTE	\$ 238.06
FTE	\$ 162.31
FTE	\$ 40.83
FTE	\$ 40.83
FTE	\$ 40.83
FTE	\$ 245.00
FTE	\$ 385.88
FTE	\$ 122.50
FTE	\$ 134.75
FTE	\$ 91.88
FTE	\$ 232.23
FTE	\$ 232.23
FTE	\$ 232.23
FTE	\$ 1,393.40
FTE	\$ 2,194.60
FTE	\$ 696.70
FTE	\$ 766.37
FTE	\$ 522.52
FTE	\$ 39.35
FTE	\$ 39.35
FTE	\$ 39.35
FTE	\$ 2.19
FTE	\$ 2.19
FTE	\$ 2.19
FTE	\$ 1.31
FTE	\$ 1.31
FTE	\$ 1.31
FTE	\$ 9.97
FTE	\$ 9.97
FTE	\$ 9.97
FTE	\$ 0.02
FTE	\$ 0.02
FTE	\$ 0.02
FTE	\$ 0.95
FTE	\$ 0.95
FTE	\$ 0.95
FTE	\$ 10.67
FTE	\$ 10.67
FTE	\$ 10.67
FTE	\$ 129.82
FTE	\$ 129.82
FTE	\$ 129.82
FTE	\$ 1,000.00
FTE	\$ 1,000.00
FTE	\$ 1,000.00
FTE	\$ 39.35
FTE	\$ 39.35
FTE	\$ 39.35







WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Additional Costs
WIOA Title I - Dislocated Worker	Additional Costs
WIOA Title I - Youth	Additional Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs
WIOA Title I - Adult	Infrastructure Costs
WIOA Title I - Dislocated Worker	Infrastructure Costs
WIOA Title I - Youth	Infrastructure Costs

Printing	OSO
Printing	OSO
Printing	OSO
Communications	OSO
Communications	OSO
Communications	OSO
Maintenance	OSO
Maintenance	OSO
Maintenance	OSO
Supplies	OSO
Supplies	OSO
Supplies	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Rentals and Insurance	OSO
Equipment	OSO
Equipment	OSO
Equipment	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Indirect Costs	OSO
Rentals and Insurance	WIOA Title I - Adult
Rentals and Insurance	WIOA Title I - Dislocated Worker
Rentals and Insurance	WIOA Title I - Youth
Communications	WIOA Title I - Adult
Communications	WIOA Title I - Dislocated Worker
Communications	WIOA Title I - Youth
Rentals and Insurance	WIOA Title I - Adult
Rentals and Insurance	WIOA Title I - Dislocated Worker
Rentals and Insurance	WIOA Title I - Youth

FTE	\$	2.19
FTE	\$	2.19
FTE	\$	2.19
FTE	\$	1.31
FTE	\$	1.31
FTE	\$	1.31
FTE	\$	9.97
FTE	\$	9.97
FTE	\$	9.97
FTE	\$	0.02
FTE	\$	0.02
FTE	\$	0.02
FTE	\$	0.95
FTE	\$	0.95
FTE	\$	0.95
FTE	\$	10.67
FTE	\$	10.67
FTE	\$	10.67
FTE	\$	129.82
FTE	\$	129.82
FTE	\$	129.82
FTE	\$	1,200.00
FTE	\$	1,200.00
FTE	\$	1,200.00
FTE	\$	560.00
FTE	\$	560.00
FTE	\$	560.00
FTE	\$	200.00
FTE	\$	200.00
FTE	\$	200.00





Location	Center Type	Partner
Alamo	Comprehensive	CSPED
Alcoa	Affiliate	FLC
Ashland City	Specialized	Job Corps
Athens		JVSG - CONS
Bolivar		JVSG - DVOP
Brownsville		JVSG - LVER
Camden		Reentry
Carthage		RESEA - Local
Celina		RESEA - State
Centerville		SCSEP
Chattanooga		SNAP E&T - Local
Clarksville		SNAP E&T - State
Cleveland		TAA - Administration
Columbia		TAA - Case Management
Cookeville		TANF
Covington		TCAT - Athens
Crossville		TCAT - Chattanooga
Dayton		TCAT - Covington
Decherd		TCAT - Crossville
Dickson		TCAT - Crump
Dover		TCAT - Dickson
Dresden		TCAT - Elizabethton
Dunlap		TCAT - Harriman
Dyersburg		TCAT - Hartsville
Elizabethton		TCAT - Hohenwald
Erin		TCAT - Jacksboro
Erwin		TCAT - Jackson
Fayetteville		TCAT - Knoxville
Fort Campbell		TCAT - Livingston
Franklin		TCAT - Mckenzie
Gainesboro		TCAT - McMinnville
Gallatin		TCAT - Memphis
Greeneville		TCAT - Morristown
Grundy		TCAT - Murfreesboro
Henderson		TCAT - Nashville
Hohenwald		TCAT - Newbern
Humboldt		TCAT - Onedia
Huntingdon		TCAT - Paris
Jacksboro		TCAT - Pulaski
Jackson		TCAT - Ripley
Jamestown		TCAT - Shelbyville
Jasper		Ticket to Work
Johnson City		Unemployment Insurance
Kimball		WIOA Title I - Adult
Kingsport		WIOA Title I - Dislocated Worker
Knoxville		WIOA Title I - Youth

Cost Category	Allocation Base	Cost Pool
Additional Costs	Direct	Salaries
Non-Shared Direct	FTE	Benefits
Infrastructure Costs	Square Footage	Travel
		Printing
		Utilities
		Communications
		Maintenance
		Third Party Professional
		Supplies
		Rentals and Insurance
		Motor Vehicle Operations
		Awards
		Grants and Subsidies
		Other Expenses
		Equipment
		Training for Employees
		Data Processing
		Professional Services
		Indirect Costs

LWDA  
East  
Northeast  
Southeast  
Northern Middle  
Southern Middle  
Upper Cumberland  
Northwest  
Southwest  
Greater Memphis

Lafayette  
Lawrenceburg

WIOA Title II - Adult Education  
WIOA Title III - Wagner Peyser  
WIOA Title IV - Vocational Rehabilitation

Lebanon  
Lenoir City  
Lewisburg  
Lexington  
Linden  
Livingston  
Lynchburg  
Maynardville  
McMinnville  
Memphis- Angelus  
Memphis- Beale Street  
Memphis- Hickory Hill  
Memphis- Walnut Grove  
Morristown  
Mountain City  
Murfreesboro  
Nashville  
Oak Ridge  
Oneida  
Paris  
Parsons  
Pulaski  
Ripley  
Rockwood  
Rogersville  
Savannah  
Selmer  
Sevierville  
Shelbyville  
Smithville  
Sneedville  
Somerville  
Sparta  
Springfield  
Tazewell  
Tiptonville  
Trosdale  
Tullahoma  
Union City  
Vonore  
Wartburg  
Waverly  
Waynesboro





Woodbury





Row Labels	Cost
FTE	\$ 598,544.62
Additional Costs	\$ 138,616.44
Cookeville	\$ 69,754.26
Crossville	\$ 67,696.50
Sparta	\$ 582.84
Jamestown	\$ 582.84
Infrastructure Costs	\$ 459,879.53
Cookeville	\$ 258,808.15
Crossville	\$ 192,191.38
Sparta	\$ 3,000.00
Jamestown	\$ 5,880.00
Non-Shared Direct	\$ 48.65
Crossville	\$ 48.65
Direct	\$1,043,778.83
Infrastructure Costs	\$ 989.16
Crossville	\$ 989.16
Non-Shared Direct	\$1,042,789.67
Cookeville	\$ 558,323.95
Crossville	\$ 484,465.72
Grand Total	\$1,642,323.45

1) Use the location, and use the Or  
2) This pivot by partner Square Fo

pivot table to populate the following fields: partner program, allocation base cost category, and cost. The pivot table MUST use the Stop Operating Budget as the data source. The pivot table will serve as the basis of allocating the outlined costs for the program as the pivot table will be referenced on the FTE and budget tabs.

## Full- Time Equivalent

Partner Program	Location	# of Staff	Weekly Staff Hours	FTEs
WIOA Title I - Adult	Cookeville	1	28	0.75
WIOA Title I - Dislocated Worker	Cookeville	1	28	0.75
WIOA Title I - Youth	Cookeville	1	28	0.75
WIOA Title II - Adult Education	Cookeville	2	75	2.00
WIOA Title III - Wagner Peyser	Cookeville	4	118	3.15
WIOA Title IV - Vocational Rehabilitation	Cookeville	2	38	1.00
RESEA - State	Cookeville	2	41	1.10
SNAP E&T - State	Cookeville	1	28	0.75
JVSG - CONS	Cookeville	1	38	1.00
SCSEP	Cookeville	1	28	0.75
Unemployment Insurance	Cookeville	1	38	1.00
				0.00
				0.00
WIOA Title I - Adult	Crossville	1	13	0.33
WIOA Title I - Dislocated Worker	Crossville	1	13	0.33
WIOA Title I - Youth	Crossville	1	13	0.33
WIOA Title II - Adult Education	Crossville	2	75	2.00
WIOA Title III - Wagner Peyser	Crossville	4	118	3.15
WIOA Title IV - Vocational Rehabilitation	Crossville	1	38	1.00
RESEA - State	Crossville	2	41	1.10
SNAP E&T - State	Crossville	1	28	0.75
				0.000
				0.000
WIOA Title I - Adult	Sparta	1	13	0.333
WIOA Title I - Dislocated Worker	Sparta	1	13	0.333
WIOA Title I - Youth	Sparta	1	13	0.333
				0.000
				0.000
WIOA Title I - Adult	Jamestown	1	13	0.333
WIOA Title I - Dislocated Worker	Jamestown	1	13	0.333
WIOA Title I - Youth	Jamestown	1	13	0.333
				0.000
				0.000

**(FTE)1**

% of Total FTEs	FTE Cost	FTE Cost Breakdown by Cost Category	
		Infrastructure Costs	Additional Costs
5.77%	\$ -	#REF!	#REF!
5.77%	\$ -	#REF!	#REF!
5.77%	\$ -	#REF!	#REF!
15.38%	\$ -	#REF!	#REF!
24.23%	\$ -	#REF!	#REF!
7.69%	\$ -	#REF!	#REF!
8.46%	\$ -	#REF!	#REF!
5.77%	\$ -	#REF!	#REF!
7.69%	\$ -	#REF!	#REF!
5.77%	\$ -	#REF!	#REF!
7.69%	\$ -	#REF!	#REF!
0.00%	\$ -	#REF!	#REF!
0.00%	\$ -	#REF!	#REF!
3.70%	\$ -	#REF!	#REF!
3.70%	\$ -	#REF!	#REF!
3.70%	\$ -	#REF!	#REF!
22.22%	\$ -	#REF!	#REF!
35.00%	\$ -	#REF!	#REF!
11.11%	\$ -	#REF!	#REF!
12.22%	\$ -	#REF!	#REF!
8.33%	\$ -	#REF!	#REF!
0.00%	\$ -	#REF!	#REF!
0.00%	\$ -	#REF!	#REF!
33.33%	\$ -	#REF!	#REF!
33.33%	\$ -	#REF!	#REF!
33.33%	\$ -	#REF!	#REF!
0.00%	\$ -		
0.00%	\$ -		
33.33%	\$ -	#REF!	#REF!
33.33%	\$ -	#REF!	#REF!
33.33%	\$ -	#REF!	#REF!
0.00%	\$ -		
0.00%	\$ -		

- 1) Use the Location.
- 2) Indicate whole nur
- 3) State th spend ope
- 4) FTEs co formula.
- 5) % of To sum per lo
- 6. FTE cos and additi
- 7. In order Additional by Allocat location.

drop-down to select the appropriate Partner Program and

the number of staff operating the program (this must be a number).

The number of weekly hours the staff listed in step two will be multiplying the program.

This column will auto-calculate. Do not manually change the

Total FTEs will calculate the FTEs per location and program. The location must be 100%.

This will auto-calculate based on the entries for infrastructure and operational costs.

For the values to populate under Infrastructure Costs and Operational Costs, reference the corresponding pivot table on the Cost Allocation Base tab. Be sure to reference the correct program and







the appropriate partner program and  
same order as listed on the FTE tab.  
space/square footage per program. This  
location must sum to 100%.  
calculate based on the values provided  
Additional Costs.  
calculate under Infrastructure Costs and  
corresponding pivot table on the Cost by  
reference the correct program and

Direct Costs

Cost Row Labels	Column Labels		
	FTE	Direct	Grand Total
Cookeville	\$ 328,562.41	\$ 558,323.95	\$ 886,886.36
JVSG - CONS	\$ 40,491.82	\$ 39,366.51	\$ 79,858.33
JVSG - DVOP	\$ 222.12		\$ 222.12
JVSG - LVER	\$ 661.95		\$ 661.95
RESEA - State	\$ 35,452.34	\$ 116,254.51	\$ 151,706.85
SNAP E&T - State	\$ 18,056.90	\$ 31,846.77	\$ 49,903.67
WIOA Title III - Wagner Peyser	\$ 109,792.32	\$ 370,856.16	\$ 480,648.48
WIOA Title I - Adult	\$ 13,273.38		\$ 13,273.38
WIOA Title I - Dislocated Worker	\$ 13,273.38		\$ 13,273.38
WIOA Title I - Youth	\$ 13,273.38		\$ 13,273.38
WIOA Title II - Adult Education	\$ 35,395.70		\$ 35,395.70
WIOA Title IV - Vocational Rehabilitation	\$ 17,697.87		\$ 17,697.87
SCSEP	\$ 13,273.38		\$ 13,273.38
Unemployment Insurance	\$ 17,697.87		\$ 17,697.87
Crossville	\$ 259,936.53	\$ 485,454.88	\$ 745,391.41
JVSG - CONS	\$ 10,788.56	\$ 11,963.35	\$ 22,751.91
JVSG - DVOP	\$ 4,933.24	\$ 414.06	\$ 5,347.30
RESEA - State	\$ 32,709.88	\$ 83,885.59	\$ 116,595.47
SNAP E&T - State	\$ 21,304.79	\$ 22,946.61	\$ 44,251.40
WIOA Title III - Wagner Peyser	\$ 117,602.86	\$ 366,245.27	\$ 483,848.13
WIOA Title I - Adult	\$ 6,049.77		\$ 6,049.77
WIOA Title I - Dislocated Worker	\$ 6,049.77		\$ 6,049.77
WIOA Title I - Youth	\$ 6,049.77		\$ 6,049.77
WIOA Title II - Adult Education	\$ 36,298.59		\$ 36,298.59
WIOA Title IV - Vocational Rehabilitation	\$ 18,149.30		\$ 18,149.30
Sparta	\$ 3,582.84		\$ 3,582.84
WIOA Title I - Adult	\$ 1,194.28		\$ 1,194.28
WIOA Title I - Dislocated Worker	\$ 1,194.28		\$ 1,194.28
WIOA Title I - Youth	\$ 1,194.28		\$ 1,194.28
Jamestown	\$ 6,462.84		\$ 6,462.84
WIOA Title I - Adult	\$ 2,154.28		\$ 2,154.28
WIOA Title I - Dislocated Worker	\$ 2,154.28		\$ 2,154.28
WIOA Title I - Youth	\$ 2,154.28		\$ 2,154.28

- 1) This is a pivot table and should be refreshed every time data on the One-Stop Operating Budget tab.
- 2) These amounts will then need to be referenced on the Total Contributions by Cost Category tab in the Non-Shared Direct column

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
tabbles  
VIF19  
08-07-25

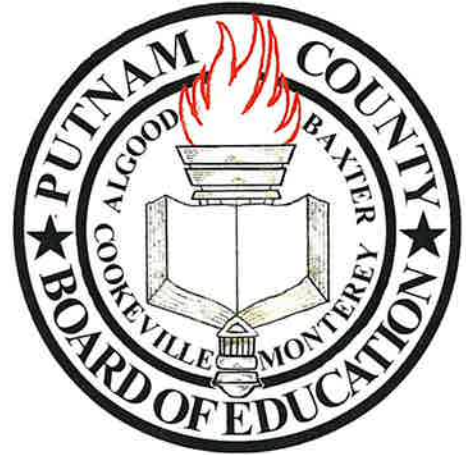
Date: July 23, 2025

Department: Technology

Person Submitting: Johnny Sloan

Account Number (if appropriate) note below

\_\_\_\_\_



Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Request approval of a \$20 monthly stipend for cell phone usage for the 2025-26 school year, per Policy 3.3001, Use of Cellular Phones, to be paid from 141-72250-199 for the following Technology department employees: Scott Allen, Frankie Jerome, Michael McCarver, Angie Smith, April Hale and Brenda Hughes.

NOTES:

\_\_\_\_\_

received

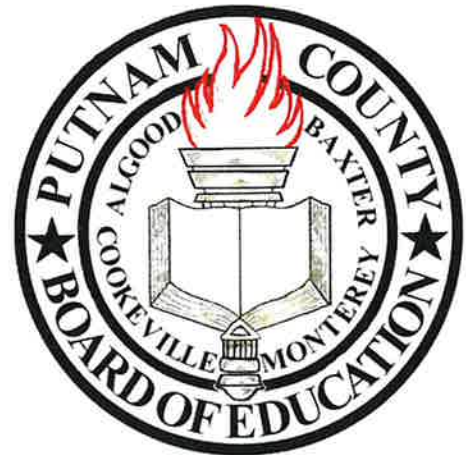
7-23-25 MT

CM

PUTNAM COUNTY SCHOOL SYSTEM  
BOARD AGENDA REQUEST

EXHIBIT  
VII F 20  
08-07-25  
tabbles

Date: July 23, 2025  
Department: Technology  
Person Submitting: Johnny Sloan  
Account Number (if appropriate) note  
141-71100-722-01607



Check one:

- Backup included
- Backup to follow

Statement to be included in Board Agenda Packet:

Request approval to renew subscription for Jamf Pro licenses, a Device Management platform for macOS computers and iPads, from Jamf, Inc., Minneapolis, MN, per quote # Q-717384 & Invoice# 90319235, in the amount of: \$11,362.00, to be paid from: 141-71100-722-01607.

NOTES:

received  
7-23-25  
M



**Bill-to**  
Putnam County Schools  
1400 E. Spring St.  
Cookville, TN 38506  
United States

**Ship-to**  
Putnam County Schools  
240 RAIDER DRIVE  
Cookville, TN 38501  
United States

**Invoice Number** 90319235  
**Invoice Date** 21-Jul-2025  
**Terms** Net 30  
**Due Date** 20-Aug-2025  
**PO Number** Q-717384  
**Quote Number** Q-717384  
**Contract Start Date** 21-Jul-2025  
**Invoice Currency** USD

Product Name	Product Code	Service Period	Billing Period	Qty	Price Per Unit	Net Value	Tax Value	Total Value
Jamf Pro for macOS	PRO-EDU-MACOS	21/Jul/2025-17/Dec/2025	21/Jul/2025-17/Dec/2025	1,500	7.33	10,995.00	0.00	10,995.00
Jamf Pro for iOS	PRO-EDU-IOS	21/Jul/2025-17/Dec/2025	21/Jul/2025-17/Dec/2025	100	3.67	367.00	0.00	367.00

<b>Net Total</b>	11,362.00
<b>Tax Total</b>	0.00
<b>Invoice Total</b>	11,362.00

Tax Summary			
Jurisdiction	Tax Rate	Net Value	Tax Value
	0.0%	11,362.00	0.00

**Remittance Info:**

**Checks to:** JAMF Software, LLC

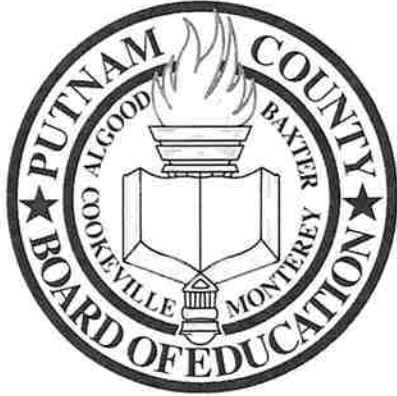
**Bank Transfer Details:**

**Bank Account Name** Jamf Software, LLC  
**Bank Account Number** 8670701093  
**Bank Name** Bank of America N.A.  
**Routing** ACH - 071000039 Wire - 026009593  
**Swift BIC** BOFAUS3N  
**Via Check** Jamf Software, LLC PO Box 74007550 Chicago, IL 60674-7550

**JAMF Software, LLC**  
100 Washington Ave S, Suite 900, Minneapolis, MN, 55401, USA  
[www.jamf.com](http://www.jamf.com)

Thank you for your business!

Please submit remittance to - [remittance@jamf.com](mailto:remittance@jamf.com)



Board Agenda Request

Date 7.15.25

Department Teaching & Learning

Person Submitting Diana Wood *Diana Wood*

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

- Approval requested to purchase additional Amplify CKLA student materials not covered during this final year of the current adoption
- Amplify quote attached

received  
7-24-25 NAT *PK*



# Price Quote

## Amplify

55 Washington Street, Suite 800  
Brooklyn, NY 11201  
Phone: (800) 823-1969  
Fax: (646) 403-4700

Quote #: Q-524741-3  
Date: 7/15/2025  
Expires On: 8/14/2025  
Delivery Service Level: Standard

### Customer Contact Information

Diana Wood  
Putnam Co School District  
(931) 526-9777  
(931) 528-6942  
dwood@pcsstn.com

### Amplify Contact Information

Ann Patterson  
Senior Account Executive  
(615) 924-6509  
apatterson@amplify.com

PRODUCT	QUANTITY	PRICE	TOTAL PRICE
Amplify CKLA 2nd Edition G1 Skills & Knowledge Activity Books, All Units and Domains (25 of each)	1.00	\$1,026.00	\$1,026.00
CKLA 2nd Edition G2 Skills & Knowledge Activity Books, All Units and Domains (25 of each)	14.00	\$1,026.00	\$14,364.00
Amplify CKLA 2nd Edition G3 Activity Books, All Units (25 of each)	7.00	\$1,026.00	\$7,182.00
Amplify CKLA 2nd Edition G4 Activity Books, All Units (25 of each)	2.00	\$1,026.00	\$2,052.00
<b>TOTAL</b>			<b>\$24,624.00</b>

**GRAND TOTAL**

**\$24,624.00**

### Scope and Duration

#### Payment Terms:

- This Price Quote (including all pricing and other terms) is valid through Quote Expiration Date stated above.
- Payment terms: net 30 days.
- Prices do not include sales tax, if applicable.
- Pricing terms in the Price Quote are based on the scope of purchase and other terms herein.
- The Federal Tax ID # for Amplify Education, Inc. is 13-4125483. A copy of Amplify's W-9 can be found at: <http://www.amplify.com/w-9.pdf>

#### License and Services Term:

- Licenses: 07/01/2025 until 06/30/2026.
- Services: 18 months from order date. Unless otherwise stated above, all training and other services purchased must be scheduled and delivered within such term or will be forfeited.

Special Terms:

- FOR SHIPPED MATERIALS:
  - Expedited shipping is available at extra charge.
  - Print materials and kits are non-returnable and non-refundable, except in the case of defective or missing materials reported by Customer within 60 days of receipt.
- FOR SERVICES:
  - Training and professional development sessions cancelled with less than one week notice will be deemed delivered.

## How to Order Our Products

Amplify would like to process your order as quickly as possible. Please visit [amplify.com/ordering-support](https://amplify.com/ordering-support) to find all the information you need for submitting your order. We accept the following forms of payment: purchase orders, checks, and credit card payments (Visa, MasterCard, Discover and American Express). In order for us to assist you, please help us by following these instructions:

**Please include these three documents with your order:**

- Authorized purchase order or check
- A copy of your Price Quote
- A copy of your Tax-Exemption Certificate

**If submitting a purchase order:**

To expedite your order, please visit [amplify.com/ordering-support](https://amplify.com/ordering-support) where you can submit your signed purchase order. You can also email a purchase order to [IncomingPO@amplify.com](mailto:IncomingPO@amplify.com) or fax it to (646) 403-4700. Purchase Orders can also be mailed to our Order Management Department at the address below.

**If submitting your order via credit card:**

- Please email [Accountsreceivable@amplify.com](mailto:Accountsreceivable@amplify.com) to request a secure credit card payment link

**If submitting your order via sending a check:**

- Please mail your documents directly to our Order Management Department and notify your sales representative of the check number and check amount.
- Please note that mailing a check can add up to two weeks of processing time for your order. For faster processing of your order, please submit your order via Purchase Order or Credit Card Authorization Form.

The information requested above is essential to ensure the smooth completion of your order with Amplify. Failure to submit documents will prevent your order from processing.

Our Order Management Department is located at 55 Washington Street, Suite 800, Brooklyn, NY 11201. Please note that mailing any documents can result in delays of up to two weeks. **For faster processing of your order, we recommend you submit a purchase order via our website: [amplify.com/ordering-support](https://amplify.com/ordering-support).**

This Price Quote is subject to the Customer Terms & Conditions of Amplify Education, Inc. attached and available at [amplify.com/customer-terms](https://amplify.com/customer-terms). Issuance of a purchase order or payment pursuant to this Price Quote, or usage of the products specified herein, shall be deemed acceptance of such Terms & Conditions.

## Terms & Conditions

1. Scope. These Terms and Conditions (the "Customer Terms") are a legal agreement between Amplify Education, Inc. ("Amplify") and your school, district, state agency, or other educational organization ("you" or "Customer") for the license and use of one or more of Amplify products or services (the "Products"), as specified in the receipt, price quote, proposal, renewal letter, or other ordering document containing the details of this purchase (the "Quote"). Unless otherwise specified in the Quote, these Customer Terms and the Quote constitute the entire agreement between Amplify and Customer regarding the license and use of the Products (the "Agreement"). This Agreement becomes effective at the earliest of the following: (i) issuing a purchase order, shipment request, or payment against the Quote; (ii) accessing, downloading, or using the Products; or (iii) otherwise accepting this Agreement. You represent and warrant

that: (1) you are of legal age to accept this Agreement; (2) you are authorized to accept this Agreement and to access and use the Products; and (3) your use of the Products will comply at all times with Amplify's [Acceptable Use Policy](#) available at [amplify.com/acceptable-use](#) ("AUP"). If you do not agree to this Agreement, do not access, download, or use the Products.

2. License. Subject to the terms and conditions of the Agreement, Amplify grants to Customer a non-exclusive, non-transferable, non-sublicensable license to access and use, and permit Authorized School Users, as defined below, to access and use the Products in accordance with the AUP, for the duration specified in the Quote (the "Term"), and for the number of Authorized School Users specified in the Quote for whom Customer has paid the applicable fees to Amplify. "Authorized School User" means an individual teacher or other personnel employed by Customer, or an individual student registered or authorized for instruction with Customer, who Customer permits to access and use the Products subject to the terms and conditions of the Agreement, solely while such individual is so employed or so registered. Each Authorized School User's access and use of the Products will be subject to Amplify's AUP in addition to the terms and conditions of the Agreement. Violations of this Agreement or the AUP may result in suspension or termination of the applicable account.

3. Restrictions. Customer may access and use the Products solely for non-commercial instructional and administrative purposes. Guidelines for such purposes may be detailed in materials associated with the Product you are accessing. Further, Customer may not, except as expressly authorized or directed by Amplify: (a) copy, modify, translate, distribute, disclose, or create derivative works based on the contents of, sell, or otherwise exploit, the Products, or any part thereof; (b) decompile, disassemble, reverse engineer the Products, or otherwise use the Products to develop functionally similar products or services; (c) modify, alter, or delete any of the copyright, trademark, or other proprietary notices in or on the Products; (d) rent, lease, or lend the Products or use the Products for the benefit of any third party; (e) avoid, circumvent, or disable any security or digital rights management device, procedure, protocol, or mechanism in the Products; or (f) permit any Authorized User or third party to do any of the foregoing. Customer also agrees that any works created in violation of this section are derivative works, and, as such, Customer agrees to assign, and hereby assigns, all right, title, and interest in such works to Amplify. The Products and derivatives thereof may be subject to export control laws, restrictions, regulations, and orders of the U.S. and other jurisdictions (together, "Export Laws"). Customer agrees to comply with all applicable Export Laws, and will not, and will not permit Authorized School Users to, export, or transfer for the purpose of re-export, any Product to any prohibited or embargoed country in violation of any U.S. export law or regulation. Further, Customer represents that it is not a party subject to sanctions by the U.S. Office of Foreign Assets Control or included on any restricted party list maintained by the U.S. Bureau of Industry and Security. The software and associated documentation portions of the Products are "commercial items" (as defined at 48 CFR 2.101), comprising "commercial computer software" and "commercial computer software documentation," as those terms are used in 48 CFR 12.212. Accordingly, if Customer is the U.S. Government or its contractor, Customer will receive only those rights set forth in this Agreement in accordance with 48 CFR 227.7201-227.7204 (for Department of Defense and their contractors) or 48 CFR 12.212 (for other U.S. Government licensees and their contractors).

4. Reservation of Rights. SUBSCRIPTION PRODUCTS ARE LICENSED, NOT SOLD. Subject to the limited rights expressly granted hereunder, all rights, title, and interest in and to all Products, including all related IP Rights, are and will remain the sole and exclusive property of Amplify or its third-party licensors. "IP Rights" means, collectively, rights under patent, trademark, copyright, and trade secret laws, and any other intellectual property or proprietary rights recognized in any country or jurisdiction worldwide. Customer must promptly notify Amplify of any violation of Amplify's IP Rights in the Products, and will reasonably assist Amplify as necessary to remedy any such violation. Amplify Products are protected by patents (see [amplify.com/virtual-patent-marking](#)).

5. Payments. In consideration of the Products, Customer will pay to Amplify (or other party designated on the Quote) the fees specified in the Quote in full within 30 days of the date of invoice, except as otherwise agreed by the parties or for those amounts that are subject to a good faith dispute of which Customer has notified Amplify in writing. Customer will be responsible for all state or local sales, use or gross receipts taxes, and federal excise taxes unless Customer provides a then-current tax exemption certificate in advance of the delivery, license, or performance of any Product, as applicable.

6. Shipments. Unless otherwise specified on the Quote, physical Products will be shipped FOB origin in the US (Incoterms 2010 EXW outside of the US) and are deemed accepted by Customer upon receipt. Upon acceptance of such Products, orders are non-refundable, non-returnable, and non-exchangeable, except in the case of defective or missing materials reported to Amplify by Customer within 60 days of receipt. In such case, Customer may not return Products without Amplify's written authorization.

7. Account Information. For subscription Products, the authentication of Authorized School Users is based in part upon information supplied by Customer or Authorized School Users, as applicable. Customer will and will cause its Authorized School Users to (a) provide accurate information to Amplify or a third-party service as applicable, and promptly report any changes to such information, (b) not share login credentials or otherwise allow others to use their account, (c) maintain the confidentiality and security of their account information, and (d) use the Products solely via such authorized accounts. Customer agrees to notify Amplify immediately of any

unauthorized use of its or its Authorized School Users' accounts or related authentication information. Amplify will not be responsible for any losses arising out of the unauthorized use of accounts created by or for Customer and its Authorized School Users.

8. Confidentiality. Customer acknowledges that, in connection with this Agreement, Amplify has provided or will provide to Customer and its Authorized School Users certain sensitive or proprietary information, including software, source code, assessment instruments, research, designs, methods, processes, customer lists, training materials, product documentation, know-how, or trade secrets, in whatever form ("Confidential Information"). Customer agrees (a) not to use Confidential Information for any purpose other than use of the Products in accordance with this Agreement and (b) to take all steps reasonably necessary to maintain and protect the Confidential Information of Amplify in strict confidence. Confidential Information shall not include information that, as evidenced by Customer's contemporaneous written records: (i) is or becomes publicly available through no fault of Customer; (ii) is rightfully known to Customer prior to the time of its disclosure; (iii) has been independently developed by Customer without any use of the Confidential Information; or (iv) is subsequently learned from a third party not under any confidentiality obligation.

9. Student Data. The parties acknowledge and agree that in the course of providing the Products to the Customer, Amplify may collect, receive, or generate information that directly relates to an identifiable current or former student of Customer ("Student Data"). Student Data may include personal information from a student's "educational records," as defined by the Family Educational Rights and Privacy Act of 1974 ("FERPA"). Student Data is owned and controlled by the Customer and Amplify receives Student Data as a "school official" under Section 99.31 of FERPA for the purpose of providing the Products hereunder. Individually and collectively, Amplify and Customer agree to uphold our obligations, as applicable, under FERPA, the Children's Online Privacy Protection Act ("COPPA"), the Protection of Pupil Rights Amendment ("PPRA"), and applicable state laws relating to student data privacy. Amplify's [Privacy Policy](#) at [amplify.com/customer-privacy](#) ("Privacy Policy") will govern collection, use, and disclosure of Student Data collected or stored on behalf of Customer under this Agreement. Customer is responsible for providing notice and obtaining appropriate consents under applicable laws to authorize Authorized School Users' use of the Products, including making a copy of the [Privacy Policy](#) available to the parents or guardians of users who are under the age of 13. In addition, Amplify has entered into the Data Privacy Agreements listed at [amplify.com/privacy-security](#) aligned with state and national templates to facilitate compliance with applicable state laws and help expedite Customer's student data privacy documentation process.

10. Customer Materials and Requirements. Customer represents, warrants, and covenants that it has all the necessary rights, including consents and IP Rights, in connection with any data, information, content, and other materials provided to or collected by Amplify on behalf of Customer or its Authorized School Users using the Products or otherwise in connection with this Agreement ("Customer Materials"), and that Amplify has the right to use such Customer Materials as contemplated hereunder or for any other purposes required by Customer. Customer is solely responsible for the accuracy, integrity, completeness, quality, legality, and safety of such Customer Materials. Customer is responsible for meeting hardware, software, telecommunications, and other requirements listed at [amplify.com/customer-requirements](#).

11. Warranty Disclaimer. PRODUCTS ARE PROVIDED "AS IS" AND WITHOUT WARRANTY OF ANY KIND BY AMPLIFY. AMPLIFY EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO TITLE, NON-INFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE OR USE. CUSTOMER ASSUMES RESPONSIBILITY FOR SELECTING THE PRODUCTS TO ACHIEVE CUSTOMER'S INTENDED RESULTS AND FOR THE ACCESS AND USE OF THE PRODUCTS, INCLUDING THE RESULTS OBTAINED FROM THE PRODUCTS. WITHOUT LIMITING THE FOREGOING, AMPLIFY MAKES NO WARRANTY THAT THE PRODUCTS WILL BE ERROR-FREE OR FREE FROM INTERRUPTIONS OR OTHER FAILURES OR WILL MEET CUSTOMER'S REQUIREMENTS. AMPLIFY IS NEITHER RESPONSIBLE NOR LIABLE FOR ANY THIRD-PARTY CONTENT OR SOFTWARE INCLUDED IN PRODUCTS, INCLUDING THE ACCURACY, INTEGRITY, COMPLETENESS, QUALITY, LEGALITY, USEFULNESS, OR SAFETY OF, OR IP RIGHTS RELATING TO, SUCH THIRD-PARTY CONTENT AND SOFTWARE. ANY ACCESS TO OR USE OF SUCH THIRD-PARTY CONTENT AND SOFTWARE MAY BE SUBJECT TO THE TERMS AND CONDITIONS AND INFORMATION COLLECTION, USAGE, AND DISCLOSURE PRACTICES OF THIRD PARTIES.

12. Limitation of Liability. IN NO EVENT WILL AMPLIFY BE LIABLE TO CUSTOMER OR TO ANY AUTHORIZED USER FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, PUNITIVE, RELIANCE, OR COVER DAMAGES, DAMAGES FOR LOST PROFITS, LOST DATA OR LOST BUSINESS, OR ANY OTHER INDIRECT DAMAGES, EVEN IF AMPLIFY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, AMPLIFY'S ENTIRE LIABILITY TO CUSTOMER OR ANY AUTHORIZED USER ARISING OUT OF PERFORMANCE OR NONPERFORMANCE BY AMPLIFY OR IN ANY WAY RELATED TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF WHETHER THE CLAIM FOR SUCH DAMAGES IS BASED IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, MAY NOT EXCEED THE AGGREGATE OF CUSTOMER'S OR ANY AUTHORIZED USER'S DIRECT DAMAGES UP TO THE FEES PAID BY CUSTOMER TO AMPLIFY FOR THE AFFECTED PORTION OF THE PRODUCTS IN THE PRIOR 12-MONTH PERIOD. UNDER NO CIRCUMSTANCES WILL

AMPLIFY BE LIABLE FOR ANY CONSEQUENCES OF ANY UNAUTHORIZED USE OF THE PRODUCTS THAT VIOLATES THIS AGREEMENT OR ANY APPLICABLE LAW OR REGULATION.

13. Term/Termination. This Agreement will be in effect for the Term and may be renewed or extended by mutual agreement of the parties. Without prejudice to any rights either party may have under this Agreement, in law, equity, or otherwise, a party will have the right to terminate this Agreement if the other party (or in the case of Amplify, an Authorized School User) materially breaches any term, provision, warranty, or representation under this Agreement and fails to correct the breach within 30 days of its receipt of written notice thereof. Upon termination, Customer will: (a) cease using the Products, (b) return, purge, or destroy (as directed by Amplify) all copies of any Products and, if so requested, certify to Amplify in writing that such surrender or destruction has occurred, (c) pay any fees due and owing hereunder, and (d) not be entitled to a refund of any fees previously paid, unless otherwise specified in the Quote. Customer will be responsible for the cost of any continued use of the Products following termination. Upon termination, Amplify will return or destroy any Student Data provided to Amplify hereunder. Notwithstanding the foregoing, nothing will require Amplify to return or destroy any data that does not include Student Data, including de-identified information or data that is derived from access to Student Data but which does not contain Student Data. Sections 3-14 will survive the termination of this Agreement.

14. Miscellaneous. This Agreement, including all addenda, attachments, and the Quote, as applicable, constitutes the entire agreement between the parties relating to the subject matter hereof. The provisions of this Agreement will supersede any conflicting terms and conditions in any Customer purchase order, other correspondence or verbal communication, and will supersede and cancel all prior agreements, written or oral, between the parties relating to the subject matter hereof. This Agreement may not be modified except in writing signed by both parties. All defined terms in this Agreement will apply to their singular and plural forms, as applicable. The word "including" means "including without limitation." This Agreement will be governed by and construed and enforced in accordance with the laws of the U.S., state of New York, without giving effect to the choice of law rules thereof. This Agreement will be binding upon and inure to the benefit of the parties and their respective successors and assigns. The parties expressly understand and agree that their relationship is that of independent contractors. Nothing in this Agreement will constitute one party as an employee, agent, joint venture partner, or servant of another. Each party is solely responsible for all of its employees and agents and its labor costs and expenses arising in connection herewith. Neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned or delegated by Customer or any Authorized School User without the prior written consent of Amplify. If one or more of the provisions contained in this Agreement will for any reason be held to be unenforceable at law, such provisions will be construed by the appropriate judicial body to limit or reduce such provision or provisions so as to be enforceable to the maximum extent compatible with applicable law. Amplify will have no liability to Customer or to third parties for any failure or delay in performing any obligation under this Agreement due to circumstances beyond its reasonable control, including acts of God or nature, fire, earthquake, flood, epidemic, pandemic, strikes, labor stoppages or slowdowns, civil disturbances or terrorism, national or regional emergencies, supply shortages or delays, action by any governmental authority, or interruptions in power, communications, satellites, the Internet, or any other network. Each party represents and warrants that it has all necessary right, power, and authority to enter into this Agreement and to comply with the obligations hereunder.

We are delighted to work with you and we thank you for your order!

Amplify Education, Inc. - Confidential Information



# Putnam County School System

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



Corby King  
Director of Schools

**ENGAGE INSPIRE ACHIEVE**

## Putnam County Board of Education Agenda Request

Name of Person Making Request: Justin Campbell

Date: July 24, 2025

RE: Mower Purchase

Account Funding Code (if appropriate)

Backup included

Backup to follow

Agenda Item for August 7, 2025, Board meeting.

Upperman High School requests permission to purchase a used Reel Mower for outdoor athletic fields from Precision Reel Grinding, LLC for the purchase price of \$22,000 to be paid from school athletic trainer funds.

Supervisor

7/24/25

Date

Director of Schools

7/24/25

Date

**received**  
7-24-25 MT

# Precision Reel Grinding, LLC

2143 Double Log Cabin Road  
 Lebanon, TN 37087  
 615.310.2419  
 www.precisionreel.com

# Estimate

Date	Estimate #
6/17/2025	1523

Name / Address
Upperman HighSchool Jim Maynard 371 First Avenue South Baxter, TN 38544

P.O. No.	Project

Item	Description	Qty	Cost	Total
Toro 3100d	Toro 3100 d sidewinder 2014 model 1167 hrs 03171-314000274 32" 8 blade toro reels 3- complete new units new hydraulic drive motors  Cool Top Canopy	1	22,000.00	22,000.00

Thank you for your business. Please see payment disclaimer and information below.		<b>Subtotal</b>	\$22,000.00
		<b>Sales Tax (9.75%)</b>	\$0.00
		<b>Total</b>	\$22,000.00



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

Date \_\_\_\_\_ 8/7/2025

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase a Pacifica Van from Chrysler Dodge Jeep RAM Fiat of Columbia in the amount of \$41,484.25 from the TN state wide contract (#209) to be paid from 141 72710 729, Transportation Equipment.

**received**  
7-24-25 MT *AK*

Chrysler Dodge Jeep RAM Fiat of Columbia  
 106 S. James Campbell Boulevard  
 Columbia, TN 38401



# QUOTE

RAMQ5931  
 May 6, 2025

**Quoted To:**

Ron Chaffin  
 Putnam County  
 1400 East Spring St.  
 Cookeville, TN 38506

**Prepared By:**

Russell Alan Moles  
 Director of Government & Fleet Operations  
 Phone: 865-285-0348  
 Email: rmoles@tnfleetsales.net

**TN STATE WIDE CONTRACT # 209**

VEHICLES & EQUIPMENT w/OUTSIDE EQUIPMENT INSTALLS  
 ARE INVOICED AT THEY TIME THEY LEAVE CHRYSLER DODGE JEEP RAM OF COLUMBIA PROPERTY.  
 INVOICE DUE 30 DAYS FROM INVOICE DATE

	Unit Price	Qty	Ext. Price
<b>PACIFICA SELECT - Unit 1</b>			
RUCH53-PACIFICA SELECT	\$41,476.00	1	\$41,476.00
3.6L V6 24V VVT ENGINE UPG I W/ESS			
9-SPD 948TE AUTO TRANS			
<b>FACTORY INSTALLED OPTIONS &amp; CHARGES</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Ext. Price</b>
CAPRICE LEATHERETTE BUCKET SEATS/BLACK/BLACK/BLACK			
<b>EXTERIOR PAINT COLOR</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Ext. Price</b>
BRIGHT WHITE CLEAR COAT (OPTIONAL - SELECTED)	\$0.00	1	\$0.00
<i>DIAMOND BLACK CRYSTAL P/C - (OPTIONAL) NOT INCLUDED IN PRICE</i>	<i>\$0.00</i>	<i>1</i>	<i>\$0.00</i>
<b>DEALER INSTALLED OPTIONS &amp; CHARGES</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Ext. Price</b>
60 DAY TEMP TAG (OPTIONAL - SELECTED)	\$8.25	1	\$8.25
<b>PACIFICA SELECT - Unit 2</b>			
RUCH53-PACIFICA SELECT	\$41,476.00	1	\$41,476.00
3.6L V6 24V VVT ENGINE UPG I W/ESS			
9-SPD 948TE AUTO TRANS			

141 72710 729

**FACTORY INSTALLED OPTIONS & CHARGES**

Unit Price Qty Ext. Price

CAPRICE LEATHERETTE BUCKET SEATS/BLACK/BLACK/BLACK

**EXTERIOR PAINT COLOR**

Unit Price Qty Ext. Price

BRIGHT WHITE CLEAR COAT (OPTIONAL - SELECTED)

\$0.00 1 \$0.00

*DIAMOND BLACK CRYSTAL P/C - (OPTIONAL) NOT INCLUDED IN PRICE**\$0.00 1 \$0.00***DEALER INSTALLED OPTIONS & CHARGES**

Unit Price Qty Ext. Price

60 DAY TEMP TAG (OPTIONAL - SELECTED)

\$8.25 1 \$8.25

**Totals****Subtotal** \$82,968.50**Tax** \$0.00**Shipping** \$0.00**Grand Total** **\$82,968.50****Payment Terms:****NET 15**

Units Quoted from Ground Stock or In-Bound Inventory Are Subject to Prior Sale  
Pricing Good For Current Date & Model Year Only Subsequent Model & Option Pricing May Vary  
Vehicles Subject to Production by Stellantis (formerly Fiat-Chrysler Automobiles)  
Production Lead Times Vary by Model & Options are controlled by FCA Group  
Standard Color is White Unless Noted Otherwise

State of Tennessee (State)

CDJR- 2025 / Current Production Model Year (1 Year Fixed)Fleet Pricing

Dealer Name: **T of Columbia, Inc. dba Chrysler Dodge Jeep RAM Fiat of Columbia**

LINE #	Model	Model Number	Description	MSRP	State Government Price
	<b>POLICE SUV</b>				
1	GAS ENGINE	V6 3.6L	DURANGO PURSUIT VEHICLE AWD - V6	\$46,960.00	\$41,922.00
2	GAS ENGINE	V6 3.6L	DURANGO PURSUIT VEHICLE AWD - V6 (ADMIN)	\$46,495.00	\$41,535.00
3	GAS ENGINE	V8 5.7L	DURANGO PURSUIT VEHICLE AWD - V8	\$50,200.00	\$44,165.00
4	GAS ENGINE	V8 5.7L	DURANGO PURSUIT VEHICLE AWD - V8 (ADMIN)	\$49,735.00	\$43,778.00
	<b>SPECIAL SERVICE VEHICLE</b>				
5	GAS ENGINE	V8 6.4L	2500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$53,680.00	\$52,593.00
6	DIESEL ENGINE	16 6.7L	2500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$63,475.00	\$51,493.00
7	GAS ENGINE	V8 6.4L	3500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$54,085.00	\$42,976.00
8	DIESEL ENGINE	16 6.7L	3500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$63,880.00	\$51,868.00
9	GAS ENGINE	V8 6.4L	2500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$53,581.00	\$44,450.00
10	DIESEL ENGINE	16 6.7L	2500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$65,371.00	\$53,342.00
11	GAS ENGINE	V8 6.4L	2500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$55,776.00	\$44,634.00
12	DIESEL ENGINE	16 6.7L	2500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$65,571.00	\$53,527.00
13	GAS ENGINE	V8 6.4L	3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$56,005.00	\$44,777.00
14	DIESEL ENGINE	16 6.7L	3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$65,800.00	\$53,670.00
15	GAS ENGINE	V8 6.4L	3500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$56,205.00	\$44,961.00
16	DIESEL ENGINE	16 6.7L	3500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$66,000.00	\$53,853.00
	<b>DODGE DURANGO</b>				
17	GAS ENGINE	V6 3.6L	DURANGO GT RWD - V6	\$44,785.00	\$39,066.00
18	GAS ENGINE	V6 3.6L	DURANGO GT AWD - V6	\$46,785.00	\$41,939.00
19	GAS ENGINE	V6 3.6L	DURANGO R/T AWD - V8	\$57,285.00	\$50,773.00
	<b>DODGE HORNET</b>				
20	GAS ENGINE	14 2.0L	HORNET GT AWD	\$33,180.00	\$31,871.00
21	GAS - PLUG IN HYBRID EV	14 1.3L PHEV	HORNET R/T EAWD	\$43,240.00	\$42,739.00
	<b>CHRYSLER PACIFICA</b>				
22	GAS ENGINE	V6 3.6L	PACIFICA SELECT	\$44,145.00	\$41,476.00
23	GAS ENGINE	V6 3.6L	PACIFICA SELECT AWD	\$47,140.00	\$43,275.00
24	GAS - PLUG IN HYBRID EV	V6 3.6L	PACIFICA PHEV SELECT	\$54,030.00	\$51,325.00
	<b>CHRYSLER VOYAGER</b>				
25	GAS ENGINE	V6 3.6L	VOYAGER LX	\$42,085.00	\$40,624.00



RAM PROMASTER CARGO VAN		PROMASTER CARGO	
54	GAS ENGINE	V6 3.6L	VF1L11
55	GAS ENGINE	V6 3.6L	VF1L12
56	GAS ENGINE	V6 3.6L	VF1L13
57	GAS ENGINE	V6 3.6L	VF2L12
58	GAS ENGINE	V6 3.6L	VF2L13
59	GAS ENGINE	V6 3.6L	VF2L16
60	GAS ENGINE	V6 3.6L	VF3L12
61	GAS ENGINE	V6 3.6L	VF3L13
62	GAS ENGINE	V6 3.6L	VF3L16
63	GAS ENGINE	V6 3.6L	VF3L17
64	GAS ENGINE	V6 3.6L	VF3L19
65	BATTERY ELECTRIC VEHICL	400V BEV	VF1L59
66	GAS ENGINE	V6 3.6L	VF1L12
67	GAS ENGINE	V6 3.6L	VF1L13
68	GAS ENGINE	V6 3.6L	VF2L12
69	GAS ENGINE	V6 3.6L	VF2L13
70	GAS ENGINE	V6 3.6L	VF2L16
71	GAS ENGINE	V6 3.6L	VF3L12
72	GAS ENGINE	V6 3.6L	VF3L13
73	GAS ENGINE	V6 3.6L	VF3L16
74	GAS ENGINE	V6 3.6L	VF3L17
75	GAS ENGINE	V6 3.6L	VF3L19
	RAM PROMASTER WINDOW VAN		
76	GAS ENGINE	V6 3.6L	VF2L26
77	GAS ENGINE	V6 3.6L	VF3L27
	RAM PROMASTER CUTAWAY VAN		
78	GAS ENGINE	V6 3.6L	VF3L34
79	GAS ENGINE	V6 3.6L	VF3L35
80	GAS ENGINE	V6 3.6L	VF3L34
81	GAS ENGINE	V6 3.6L	VF3L35

\$41,724.00

\$47,450.00

\$50,145.00

\$50,995.00

\$51,735.00

\$52,685.00

\$53,350.00

\$52,425.00

\$53,725.00

\$54,375.00

\$57,235.00

\$58,080.00

\$86,795.00

\$45,939.00

\$46,717.00

\$47,395.00

\$48,267.00

\$48,877.00

\$48,349.00

\$49,219.00

\$49,816.00

\$52,435.00

\$61,075.00

\$51,928.00

\$55,533.00

\$39,208.00

\$39,941.00

\$41,495.00

\$42,228.00

	RAM 1500 QUAD/EXTENDED			1500 QUAD CAB - TRADESMAN			
82	GAS ENGINE	V6 3.6L	DT1141	1500 TRADESMAN QUAD CAB 4X2 (140 in WB 6 ft 4 in Box) V6 305 IIP	\$42,765.00	\$37,164.00	
83	GAS ENGINE	I6 3.0L	DT1141	1500 TRADESMAN QUAD CAB 4X2 (140 in WB 6 ft 4 in Box) I6TT 420 IIP	\$45,460.00	\$39,563.00	
84	GAS ENGINE	V6 3.6L	DT6141	1500 TRADESMAN QUAD CAB 4X4 (140 in WB 6 ft 4 in Box) V6 305 IIP	\$47,010.00	\$38,976.00	
85	GAS ENGINE	I6 3.0L	DT6141	1500 TRADESMAN QUAD CAB 4X4 (140 in WB 6 ft 4 in Box) I6TT 420 IIP	\$49,705.00	\$41,375.00	
86	GAS ENGINE	V6 3.6L	DT1H41	1500 BIGHORN/LONESTAR QUAD 4X2 (140 in WB 6 ft 4 in Box) V6 305 IIP	\$47,425.00	\$38,785.00	
87	GAS ENGINE	I6 3.0L	DT1H41	1500 BIGHORN/LONESTAR QUAD 4X2 (140 in WB 6 ft 4 in Box) I6TT 420 IIP	\$50,120.00	\$41,184.00	
88	GAS ENGINE	V6 3.6L	DT6H41	1500 BIGHORN/LONESTAR QUAD 4X4 (140 in WB 6 ft 4 in Box) V6 305 IIP	\$51,670.00	\$42,630.00	
89	GAS ENGINE	I6 3.0L	DT6H41	1500 BIGHORN/LONESTAR QUAD 4X4 (140 in WB 6 ft 4 in Box) I6TT 420 IIP	\$54,365.00	\$45,029.00	
	RAM 1500 CREW 4X2			1500 CREW CAB 4X2 - TRADESMAN			
90	GAS ENGINE	V6 3.6L	DT1198	1500 TRADESMAN CREW CAB 4X2 (144.5 in WB 5 ft 7 in Box) V6 305 IIP	\$45,515.00	\$38,198.00	
91	GAS ENGINE	I6 3.0L	DT1198	1500 TRADESMAN CREW CAB 4X2 (144.5 in WB 5 ft 7 in Box) I6TT 420 IIP	\$48,210.00	\$40,597.00	
92	GAS ENGINE	I6 3.0L	DT1191	1500 TRADESMAN CREW CAB 4X2 (153.5 in WB 6 ft 4 in Box) I6TT 420 IIP	\$48,655.00	\$40,594.00	
93	GAS ENGINE	V6 3.6L	DT1198	1500 BIGHORN CREW CAB 4X2 (144.5 in WB 5 ft 7 in Box) V6 305 IIP	\$50,175.00	\$41,328.00	
94	GAS ENGINE	I6 3.0L	DT1198	1500 BIGHORN CREW CAB 4X2 (144.5 in WB 5 ft 7 in Box) I6TT 420 HP	\$52,870.00	\$43,727.00	
95	GAS ENGINE	I6 3.0L	DT1191	1500 BIGHORN CREW CAB 4X2 (153.5 in WB 6 ft 4 in Box) I6TT 420 IIP	\$55,010.00	\$45,687.00	
	RAM 1500 CREW 4X4			1500 CREW CAB 4X4 - TRADESMAN			
96	GAS ENGINE	V6 3.6L	DT1H98	1500 TRADESMAN CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box) V6 305 IIP	\$49,760.00	\$41,601.00	
97	GAS ENGINE	I6 3.0L	DT1H98	1500 TRADESMAN CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box) I6TT 420 IIP	\$52,455.00	\$43,995.00	
98	GAS ENGINE	I6 3.0L	DT1H91	1500 TRADESMAN CREW CAB 4X4 (153.5 in WB 6 ft 4 in Box) I6TT 420 IIP	\$52,900.00	\$44,495.00	
99	GAS ENGINE	V6 3.6L	DT6H98	1500 BIGHORN CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box) V6 305 IIP	\$54,420.00	\$45,226.00	
100	GAS ENGINE	I6 3.0L	DT6H98	1500 BIGHORN CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box) I6TT 420 IIP	\$57,115.00	\$47,625.00	
101	GAS ENGINE	I6 3.0L	DT6H91	1500 BIGHORN CREW CAB 4X4 (153.5 in WB 6 ft 4 in Box) I6TT 420 IIP	\$57,560.00	\$48,082.00	
	RAM 1500 CREW 4X4			1500 CREW CAB 4X4 - REBEL			
102	GAS ENGINE	I6 3.0L	DT6X98	1500 REBEL CREW CAB 4X4 (144.5 in WB 5 ft 7 in Box) I6TT 420 IIP	\$66,190.00	\$54,921.00	

	RAM 2500 REG 4X2			RAM 2500 REGULAR CAB PICKUP - TRADESMAN		
103	GAS ENGINE	V8 6.4L	DJ2L62	2500 TRADESMAN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$49,620.00	\$38,865.00
104	DIESEL ENGINE	I6 6.7L	DJ2L62	2500 TRADESMAN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$59,415.00	\$47,757.00
105	GAS ENGINE	V8 6.4L	DJ7L62	2500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$52,683.00	\$41,710.00
106	DIESEL ENGINE	I6 6.7L	DJ7L62	2500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$62,478.00	\$50,603.00
107	GAS ENGINE	V8 6.4L	DJ2H62	2500 BIG HORN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$51,370.00	\$40,506.00
108	DIESEL ENGINE	I6 6.7L	DJ2H62	2500 BIG HORN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$61,165.00	\$49,398.00
109	GAS ENGINE	V8 6.4L	DJ7H62	2500 BIG HORN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$54,445.00	\$43,340.00
110	DIESEL ENGINE	I6 6.7L	DJ7H62	2500 BIG HORN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$64,240.00	\$52,232.00
	RAM 2500 CREW 4X2			RAM 2500 CREW CAB PICKUP 4X2		
111	GAS ENGINE	V8 6.4L	DJ2L91	2500 TRADESMAN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$51,555.00	\$41,175.00
112	DIESEL ENGINE	I6 6.7L	DJ2L91	2500 TRADESMAN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$61,350.00	\$50,070.00
113	GAS ENGINE	V8 6.4L	DJ2L92	2500 TRADESMAN CREW CAB 4X2 (169 in WB 8 ft 0 in Box)	\$51,755.00	\$41,359.00
114	DIESEL ENGINE	I6 6.7L	DJ2L92	2500 TRADESMAN CREW CAB 4X2 (169 in WB 8 ft 0 in Box)	\$61,550.00	\$50,252.00
115	GAS ENGINE	V8 6.4L	DJ2H91	2500 BIG HORN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$55,900.00	\$45,185.00
116	DIESEL ENGINE	I6 6.7L	DJ2H91	2500 BIG HORN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$65,695.00	\$54,077.00
117	GAS ENGINE	V8 6.4L	DJ2H92	2500 BIG HORN CREW CAB 4X2 (169 in WB 8 ft 0 in Box)	\$60,100.00	\$45,385.00
118	DIESEL ENGINE	I6 6.7L	DJ2H92	2500 BIG HORN CREW CAB 4X2 (169 in WB 8 ft 0 in Box)	\$65,895.00	\$54,227.00
	RAM 2500 CREW 4X4			RAM 2500 CREW CAB PICKUP 4X4		
119	GAS ENGINE	V8 6.4L	DJ7L91	2500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$54,630.00	\$44,509.00
120	DIESEL ENGINE	I6 6.7L	DJ7L91	2500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$64,425.00	\$52,901.00
121	GAS ENGINE	V8 6.4L	DJ7L92	2500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$54,830.00	\$44,209.00
122	DIESEL ENGINE	I6 6.7L	DJ7L92	2500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$64,625.00	\$53,101.00
123	GAS ENGINE	V8 6.4L	DJ7H91	2500 BIG HORN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$58,918.00	\$47,982.00
124	DIESEL ENGINE	I6 6.7L	DJ7H91	2500 BIG HORN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$68,713.00	\$56,874.00
125	GAS ENGINE	V8 6.4L	DJ7H92	2500 BIG HORN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$59,118.00	\$48,192.00
126	DIESEL ENGINE	I6 6.7L	DJ7H92	2500 BIG HORN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$68,913.00	\$57,074.00

RAM 3500		RAM 3500 REGULAR CAB PICKUP - TRADESMAN				
127	GAS ENGINE	V8 6.4L	D23L62	3500 TRADESMAN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$50,130.00	\$39,342.00
128	DIESEL ENGINE	I6 6.7L	D23L62	3500 TRADESMAN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$59,925.00	\$48,234.00
129	GAS ENGINE	V8 6.4L	D28L62	3500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$52,955.00	\$40,927.00
130	DIESEL ENGINE	I6 6.7L	D28L62	3500 TRADESMAN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$62,750.00	\$49,819.00
131	GAS ENGINE	V8 6.4L	D23H62	3500 BIG HORN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$51,060.00	\$40,228.00
132	DIESEL ENGINE	I6 6.7L	D23H62	3500 BIG HORN REG CAB 4X2 (140 in WB 8 ft 0 in Box)	\$60,855.00	\$49,120.00
133	GAS ENGINE	V8 6.4L	D28H62	3500 BIG HORN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$54,180.00	\$43,102.00
134	DIESEL ENGINE	I6 6.7L	D28H62	3500 BIG HORN REG CAB 4X4 (140 in WB 8 ft 0 in Box)	\$63,975.00	\$51,995.00
RAM 3500 CREW 4X2				RAM 3500 CREW CAB PICKUP 4X2		
135	GAS ENGINE	V8 6.4L	D23H91	3500 TRADESMAN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$51,985.00	\$42,079.00
136	DIESEL ENGINE	I6 6.7L	D23H91	3500 TRADESMAN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$61,780.00	\$50,471.00
137	GAS ENGINE	V8 6.4L	D23H92	3500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$52,185.00	\$42,279.00
138	DIESEL ENGINE	I6 6.7L	D23H92	3500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$61,980.00	\$50,671.00
139	GAS ENGINE	V8 6.4L	D23H91	3500 BIG HORN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$55,510.00	\$44,331.00
140	DIESEL ENGINE	I6 6.7L	D23H91	3500 BIG HORN CREW CAB 4X2 (149 in WB 6 ft 4 in Box)	\$65,305.00	\$53,224.00
141	GAS ENGINE	V8 6.4L	D23H92	3500 BIG HORN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$55,710.00	\$44,531.00
142	DIESEL ENGINE	I6 6.7L	D23H92	3500 BIG HORN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$65,505.00	\$53,424.00
RAM 3500 CREW 4X4				RAM 3500 CREW CAB PICKUP 4X4		
143	GAS ENGINE	V8 6.4L	D28H91	3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$55,355.00	\$45,181.00
144	DIESEL ENGINE	I6 6.7L	D28H91	3500 TRADESMAN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$65,150.00	\$53,573.00
145	GAS ENGINE	V8 6.4L	D28H92	3500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$55,555.00	\$45,381.00
146	DIESEL ENGINE	I6 6.7L	D28H92	3500 TRADESMAN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$65,350.00	\$53,773.00
147	GAS ENGINE	V8 6.4L	D28H91	3500 BIG HORN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$58,875.00	\$47,430.00
148	DIESEL ENGINE	I6 6.7L	D28H91	3500 BIG HORN CREW CAB 4X4 (149 in WB 6 ft 4 in Box)	\$68,670.00	\$56,322.00
149	GAS ENGINE	V8 6.4L	D28H92	3500 BIG HORN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$59,075.00	\$47,630.00
150	DIESEL ENGINE	I6 6.7L	D28H92	3500 BIG HORN CREW CAB 4X4 (169 in WB 8 ft 0 in Box)	\$68,870.00	\$56,522.00

	RAM 3500 CAB CHASSIS 4X2		RAM 3500 CAB CHASSIS 2WD		
151	GAS ENGINE	V8 6.4L	DD3L63	\$51,865.00	\$47,382.00
152	DIESEL ENGINE	I6 6.7L	DD3L63	\$62,160.00	\$57,729.00
153	GAS ENGINE	V8 6.4L	DD3L64	\$52,820.00	\$48,247.00
154	DIESEL ENGINE	I6 6.7L	DD3L64	\$63,115.00	\$58,145.00
155	GAS ENGINE	V8 6.4L	DD3L93	\$53,170.00	\$48,567.00
156	DIESEL ENGINE	I6 6.7L	DD3L93	\$63,965.00	\$58,449.00
	RAM 3500 CAB CHASSIS 4X4		RAM 3500 CAB CHASSIS 4WD		
157	GAS ENGINE	V8 6.4L	DD8L63	\$55,840.00	\$51,490.00
158	DIESEL ENGINE	I6 6.7L	DD8L63	\$66,135.00	\$60,836.00
159	GAS ENGINE	V8 6.4L	DD8L63	\$57,785.00	\$52,756.00
160	DIESEL ENGINE	I6 6.7L	DD8L63	\$68,080.00	\$62,102.00
161	GAS ENGINE	V8 6.4L	DD8L64	\$54,915.00	\$50,650.00
162	DIESEL ENGINE	I6 6.7L	DD8L64	\$65,210.00	\$59,997.00
163	GAS ENGINE	V8 6.4L	DD8L64	\$58,740.00	\$53,623.00
164	DIESEL ENGINE	I6 6.7L	DD8L64	\$69,035.00	\$62,969.00
165	GAS ENGINE	V8 6.4L	DD8L93	\$57,145.00	\$52,675.00
166	DIESEL ENGINE	I6 6.7L	DD8L93	\$66,697.00	\$62,044.00
167	GAS ENGINE	V8 6.4L	DD8L93	\$61,830.00	\$56,429.00
168	DIESEL ENGINE	I6 6.7L	DD8L93	\$71,382.00	\$65,798.00

	RAM 4500 CAB CHASSIS 4X2		RAM 4500 CAB CHASSIS 2WD		
169	GAS ENGINE	V8 6.4L	DP4163	4500 REG CAB CHASSIS 4X2 (144.5 in WB - CA of 60 in) - TRADESMAN	\$57,430.00
170	DIESEL ENGINE	I6 6.7L	DP4163	4500 REG CAB CHASSIS 4X2 (144.5 in WB - CA of 60 in) - TRADESMAN	\$67,725.00
171	GAS ENGINE	V8 6.4L	DP4163	4500 REG CAB CHASSIS 4X2 (144.5 in WB - CA of 60 in) - SLT	\$59,320.00
172	DIESEL ENGINE	I6 6.7L	DP4163	4500 REG CAB CHASSIS 4X2 (144.5 in WB - CA of 60 in) - SLT	\$69,615.00
173	GAS ENGINE	V8 6.4L	DP4164	4500 REG CAB CHASSIS 4X2 (168.5 in WB - CA of 84 in) - TRADESMAN	\$57,635.00
174	DIESEL ENGINE	I6 6.7L	DP4164	4500 REG CAB CHASSIS 4X2 (168.5 in WB - CA of 84 in) - TRADESMAN	\$67,930.00
175	GAS ENGINE	V8 6.4L	DP4164	4500 REG CAB CHASSIS 4X2 (168.5 in WB - CA of 84 in) - SLT	\$59,525.00
176	DIESEL ENGINE	I6 6.7L	DP4164	4500 REG CAB CHASSIS 4X2 (168.5 in WB - CA of 84 in) - SLT	\$69,820.00
177	GAS ENGINE	V8 6.4L	DP4165	4500 REG CAB CHASSIS 4X2 (192.5 in WB - CA of 108 in) - TRADESMAN	\$57,840.00
178	DIESEL ENGINE	I6 6.7L	DP4165	4500 REG CAB CHASSIS 4X2 (192.5 in WB - CA of 108 in) - TRADESMAN	\$68,090.00
179	GAS ENGINE	V8 6.4L	DP4165	4500 REG CAB CHASSIS 4X2 (192.5 in WB - CA of 108 in) - SLT	\$59,730.00
180	DIESEL ENGINE	I6 6.7L	DP4165	4500 REG CAB CHASSIS 4X2 (192.5 in WB - CA of 108 in) - SLT	\$69,980.00
181	GAS ENGINE	V8 6.4L	DP4166	4500 REG CAB CHASSIS 4X2 (204.5 in WB - CA of 120 in) - TRADESMAN	\$58,045.00
182	DIESEL ENGINE	I6 6.7L	DP4166	4500 REG CAB CHASSIS 4X2 (204.5 in WB - CA of 120 in) - TRADESMAN	\$68,340.00
183	GAS ENGINE	V8 6.4L	DP4166	4500 REG CAB CHASSIS 4X2 (204.5 in WB - CA of 120 in) - SLT	\$59,935.00
184	DIESEL ENGINE	I6 6.7L	DP4166	4500 REG CAB CHASSIS 4X2 (204.5 in WB - CA of 120 in) - SLT	\$70,230.00
185	GAS ENGINE	V8 6.4L	DP4193	4500 CREW CAB CHASSIS 4X2 (173.4 in WB - CA of 60 in) - TRADESMAN	\$59,635.00
186	DIESEL ENGINE	I6 6.7L	DP4193	4500 CREW CAB CHASSIS 4X2 (173.4 in WB - CA of 60 in) - TRADESMAN	\$69,107.00
187	GAS ENGINE	V8 6.4L	DP4193	4500 CREW CAB CHASSIS 4X2 (173.4 in WB - CA of 60 in) - SLT	\$64,265.00
188	DIESEL ENGINE	I6 6.7L	DP4193	4500 CREW CAB CHASSIS 4X2 (173.4 in WB - CA of 60 in) - SLT	\$74,560.00
189	GAS ENGINE	V8 6.4L	DP4194	4500 CREW CAB CHASSIS 4X2 (197.4 in WB - CA of 84 in) - TRADESMAN	\$59,835.00
190	DIESEL ENGINE	I6 6.7L	DP4194	4500 CREW CAB CHASSIS 4X2 (197.4 in WB - CA of 84 in) - TRADESMAN	\$70,130.00
191	GAS ENGINE	V8 6.4L	DP4194	4500 CREW CAB CHASSIS 4X2 (197.4 in WB - CA of 84 in) - SLT	\$64,465.00
192	DIESEL ENGINE	I6 6.7L	DP4194	4500 CREW CAB CHASSIS 4X2 (197.4 in WB - CA of 84 in) - SLT	\$74,760.00

	RAM 4500 CAB CHASSIS 4X4		RAM 4500 CAB CHASSIS 4X4	
193	GAS ENGINE	V8 6.4L	DP9L63	4500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - TRADESMAN \$56,542.00
194	DIESEL ENGINE	16 6.7L	DP9L63	4500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - TRADESMAN \$65,889.00
195	GAS ENGINE	V8 6.4L	DP9L63	4500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - S.L.T. \$57,759.00
196	DIESEL ENGINE	16 6.7L	DP9L63	4500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - S.L.T. \$67,107.00
197	GAS ENGINE	V8 6.4L	DP9L64	4500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - TRADESMAN \$56,729.00
198	DIESEL ENGINE	16 6.7L	DP9L64	4500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - TRADESMAN \$66,076.00
199	GAS ENGINE	V8 6.4L	DP9L64	4500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - S.L.T. \$57,946.00
200	DIESEL ENGINE	16 6.7L	DP9L64	4500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) S.L.T. \$67,293.00
201	GAS ENGINE	V8 6.4L	DP9L65	4500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - TRADESMAN \$56,414.00
202	DIESEL ENGINE	16 6.7L	DP9L65	4500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - TRADESMAN \$72,065.00
203	GAS ENGINE	V8 6.4L	DP9L65	4500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - S.L.T. \$58,131.00
204	DIESEL ENGINE	16 6.7L	DP9L65	4500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - S.L.T. \$67,479.00
205	GAS ENGINE	V8 6.4L	DP9L66	4500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - TRADESMAN \$56,600.00
206	DIESEL ENGINE	16 6.7L	DP9L66	4500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - TRADESMAN \$65,947.00
207	GAS ENGINE	V8 6.4L	DP9L66	4500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - S.L.T. \$58,316.00
208	DIESEL ENGINE	16 6.7L	DP9L66	4500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - S.L.T. \$67,664.00
209	GAS ENGINE	V8 6.4L	DP9L93	4500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - TRADESMAN \$58,144.00
210	DIESEL ENGINE	16 6.7L	DP9L93	4500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - TRADESMAN \$67,491.00
211	GAS ENGINE	V8 6.4L	DP9L93	4500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - S.L.T. \$61,847.00
212	DIESEL ENGINE	16 6.7L	DP9L93	4500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - S.L.T. \$71,193.00
213	GAS ENGINE	V8 6.4L	DP9L94	4500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - TRADESMAN \$58,326.00
214	DIESEL ENGINE	16 6.7L	DP9L94	4500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - TRADESMAN \$67,672.00
215	GAS ENGINE	V8 6.4L	DP9L94	4500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - S.L.T. \$62,028.00
216	DIESEL ENGINE	16 6.7L	DP9L94	4500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - S.L.T. \$71,375.00

	RAM 5500 CAB CHASSIS 4X2		RAM 5500 CAB CHASSIS 2WD	
217	GAS ENGINE	V8 6.4L	DP5L63	\$58,540.00
218	DIESEL ENGINE	16 6.7L	DP5L63	\$68,835.00
219	GAS ENGINE	V8 6.4L	DP5L63	\$62,310.00
220	DIESEL ENGINE	16 6.7L	DP5L63	\$72,605.00
221	GAS ENGINE	V8 6.4L	DP5L64	\$58,745.00
222	DIESEL ENGINE	16 6.7L	DP5L64	\$69,040.00
223	GAS ENGINE	V8 6.4L	DP5L64	\$60,635.00
224	DIESEL ENGINE	16 6.7L	DP5L64	\$70,930.00
225	GAS ENGINE	V8 6.4L	DP5L65	\$58,950.00
226	DIESEL ENGINE	16 6.7L	DP5L65	\$69,245.00
227	GAS ENGINE	V8 6.4L	DP5L65	\$60,840.00
228	DIESEL ENGINE	16 6.7L	DP5L65	\$71,135.00
229	GAS ENGINE	V8 6.4L	DP5L66	\$59,155.00
230	DIESEL ENGINE	16 6.7L	DP5L66	\$69,450.00
231	GAS ENGINE	V8 6.4L	DP5L66	\$61,045.00
232	DIESEL ENGINE	16 6.7L	DP5L66	\$71,340.00
233	GAS ENGINE	V8 6.4L	DP5L93	\$60,305.00
234	DIESEL ENGINE	16 6.7L	DP5L93	\$70,600.00
235	GAS ENGINE	V8 6.4L	DP5L93	\$64,935.00
236	DIESEL ENGINE	16 6.7L	DP5L93	\$75,230.00
237	GAS ENGINE	V8 6.4L	DP5L94	\$60,505.00
238	DIESEL ENGINE	16 6.7L	DP5L94	\$70,800.00
239	GAS ENGINE	V8 6.4L	DP5L94	\$65,135.00
240	DIESEL ENGINE	16 6.7L	DP5L94	\$75,430.00

	RAM 5500 CAB CHASSIS 4X4		RAM 5500 CAB CHASSIS 4X4	
241	GAS ENGINE	V8 6.4L	DP0L63	5500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - TRADESMAN \$62,515.00
242	DIESEL ENGINE	I6 6.7L	DP0L63	5500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - TRADESMAN \$72,810.00
243	GAS ENGINE	V8 6.4L	DP0L63	5500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - SLT \$64,405.00
244	DIESEL ENGINE	I6 6.7L	DP0L63	5500 REG CAB CHASSIS 4X4 (144.5 in WB - CA of 60 in) - SLT \$74,700.00
245	GAS ENGINE	V8 6.4L	DP0L64	5500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - TRADESMAN \$62,720.00
246	DIESEL ENGINE	I6 6.7L	DP0L64	5500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - TRADESMAN \$73,015.00
247	GAS ENGINE	V8 6.4L	DP0L64	5500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - SLT \$64,610.00
248	DIESEL ENGINE	I6 6.7L	DP0L64	5500 REG CAB CHASSIS 4X4 (168.5 in WB - CA of 84 in) - SLT \$74,905.00
249	GAS ENGINE	V8 6.4L	DP0L65	5500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - TRADESMAN \$62,925.00
250	DIESEL ENGINE	I6 6.7L	DP0L65	5500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - TRADESMAN \$73,220.00
251	GAS ENGINE	V8 6.4L	DP0L65	5500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - SLT \$64,815.00
252	DIESEL ENGINE	I6 6.7L	DP0L65	5500 REG CAB CHASSIS 4X4 (192.5 in WB - CA of 108 in) - SLT \$75,110.00
253	GAS ENGINE	V8 6.4L	DP0L66	5500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - TRADESMAN \$63,130.00
254	DIESEL ENGINE	I6 6.7L	DP0L66	5500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - TRADESMAN \$73,425.00
255	GAS ENGINE	V8 6.4L	DP0L66	5500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - SLT \$65,020.00
256	DIESEL ENGINE	I6 6.7L	DP0L66	5500 REG CAB CHASSIS 4X4 (204.5 in WB - CA of 120 in) - SLT \$75,315.00
257	GAS ENGINE	V8 6.4L	DP0L93	5500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - TRADESMAN \$66,160.00
258	DIESEL ENGINE	I6 6.7L	DP0L93	5500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - TRADESMAN \$76,455.00
259	GAS ENGINE	V8 6.4L	DP0L93	5500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - SLT \$68,910.00
260	DIESEL ENGINE	I6 6.7L	DP0L93	5500 CREW CAB CHASSIS 4X4 (173.4 in WB - CA of 60 in) - SLT \$79,205.00
261	GAS ENGINE	V8 6.4L	DP0L94	5500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - TRADESMAN \$66,360.00
262	DIESEL ENGINE	I6 6.7L	DP0L94	5500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - TRADESMAN \$76,655.00
263	GAS ENGINE	V8 6.4L	DP0L94	5500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - SLT \$69,110.00
264	DIESEL ENGINE	I6 6.7L	DP0L94	5500 CREW CAB CHASSIS 4X4 (197.4 in WB - CA of 84 in) - SLT \$79,405.00



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES  
CENTRAL PROCUREMENT OFFICE**

**Statewide Multi-Year Contract Issued to:**

TT of Columbia Inc  
106 S James Campbell Blvd  
Columbia, TN 38401

**Contract Number: 0000000000000000000084817**

Title: SWC209 Vehicles

Start Date : October 18, 2024 End Date: December 31, 2025

Is this contract available to local government agencies in addition to State agencies?: Yes

**Authorized Users.** This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

**Contract Contact Information:**

State of Tennessee  
Department of General Services, Central Procurement Office  
Contract Administrator: Michael Neely  
3rd Floor, William R Snodgrass, Tennessee Tower  
312 Rosa L. Parks Avenue  
Nashville, TN 37243-1102  
Phone: 615-741-5971  
Fax: 615-741-0684

Line Information

**Line 1**

Item ID: 1000187716  
*Police Vehicles, CDJR, Generic SWC209 Asset*  
Unit of Measure: EA

**Line 2**

Item ID: 1000187718  
*Minivan and Full-size Vans, CDJR(Passenger, Cargo, Cut-Away), Generic SWC209 Asset*  
Unit of Measure: EA

**Line 3**

Item ID: 1000187719  
*Sport Utility Vehicles, CDJR(SUVs), Generic SWC209 Asset*  
Unit of Measure: EA

**Line 4**

Item ID: 1000187720  
*Light Trucks, CDJR(Class 1,2,3,4,5) Pickup or Chassis Cab, Generic SWC209 Asset*  
Unit of Measure: EA

**Line 5**

Item ID: 1000179941  
*Optional Equipment, Generic SWC209 Asset*  
Unit of Measure: EA  
Vendor Item/Part #: SWC209-TTOC-008

APPROVED: \_\_\_\_\_

CHIEF PROCUREMENT OFFICER

Digitally signed by Michael F. Perry  
DN: cn=Michael F. Perry, o=State of  
TN, c=US, ou=Department of  
General Services,  
email=Mike.Perry@tn.gov, c=US  
Date: 2024.10.08 09:22:12 -05:00

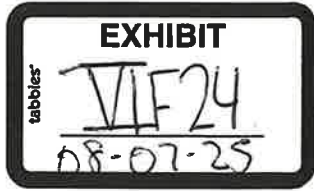
BY: \_\_\_\_\_

Mike Neely

PURCHASING AGENT

Digitally signed by Mike  
Neely  
Date: 2024.10.08 09:10:37  
-05:00

DATE \_\_\_\_\_



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

Date \_\_\_\_\_ 8/7/2025  
Department Finance  
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay AAR of North Carolina in the amount of \$19,106.87 for pay application #2 related to the Extended Service Building Roof Replacement project to be paid from 141-76100-599-02528.

**received**  
7-24-25 MT *[Signature]*

DISTRIBUTION  
TO:  
- OWNER  
- ARCHITECT  
- CONTRACTOR

APPLICATION NO: 2  
PERIOD TO: 7/31/2025

PROJECT: Putnam Co. Ext. Services Bldg  
250 S Franklin Ave  
Cookeville, TN 38501

VIA (ARCHITECT): Richard C. Rinks & Associates, Inc  
30 N Jefferson Ave  
Cookeville, TN 38501

FROM (CONTRACTOR): AAR Of North Carolina Inc  
655 Peddycord Road  
Kemersville, NC 27284

CONTRACT DATE:

CONTRACT FOR: Putnam Co. Extended Services Bid

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

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

- 1. ORIGINAL CONTRACT SUM ..... \$ 88,800.00
- 2. Net Change by Change Orders ..... \$ 0.00
- 3. CONTRACT SUM TO DATE (Line 1 + 2) ..... \$ 88,800.00
- 4. TOTAL COMPLETED AND STORED TO DATE ..... \$ 67,437.50
- 5. RETAINAGE:
  - a. 5.00% of Completed Work \$ 3,371.88
  - b. 0.00% of Stored Material \$ 0.00
 Total retainage (Line 5a + 5b) ..... \$ 3,371.88
- 6. TOTAL EARNED LESS RETAINAGE ..... \$ 64,065.62  
(Line 4 less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT  
(Line 6 from prior Certificate) ..... \$ 44,958.75
- 8. CURRENT PAYMENT DUE ..... \$ 19,106.87
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE  
(Line 3 less Line 6) \$ 24,734.38

CONTRACTOR: AAR Of North Carolina Inc  
655 Peddycord Road Kemersville, NC 27284

By: Brandi Sapp Date: 7/22/25  
Brandi Sapp  
AAR Coordinator

State of: NC  
County of: Forsyth  
Subscribed and Sworn to before me this 22nd day of July 2025  
Notary Public: Day Rhonda Simon  
Guilford County  
North Carolina  
My Commission Expires: 9-2-28

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 19,106.87  
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Day Rhonda Simon Date: 7-24-25  
By: Day Rhonda Simon

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

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	0.00	

AIA Type Document  
Application and Certification for Payment

**TO (OWNER):** Putnam Co. Board Education  
1400 East Spring St  
Cookeville, TN 38506

**PROJECT:** Putnam Co. Ext. Services Bldg  
250 S Franklin Ave  
Cookeville, TN 38501

**APPLICATION NO:** 2  
**PERIOD TO:** 7/31/2025

**DISTRIBUTION TO:**  
- OWNER  
- ARCHITECT  
- CONTRACTOR

**FROM (CONTRACTOR):** AAR Of North Carolina Inc  
655 Pedycord Road  
Kernersville, NC 27284

**VIA (ARCHITECT):** Richard C. Rinks & Associates, Inc  
30 N Jefferson Ave  
Cookeville, TN 38501

**ARCHITECT'S PROJECT NO:**

**CONTRACT FOR:** Putnam Co. Extended Services Bid

**CONTRACT DATE:**

ITEM	DESCRIPTION	SCHEDULE VALUE	PREVIOUS APPLICATIONS	COMPLETED THIS PERIOD	STORED MATERIAL	COMPLETED STORED	%	BALANCE	RETAINAGE
1.001	Membrane & Accessories	42,624.00	42,624.00	0.00	0.00	42,624.00	100.00	0.00	2,131.20
1.002	Lumber	43.00	43.00	0.00	0.00	43.00	100.00	0.00	2.15
1.003	Ballast	4,658.00	4,658.00	0.00	0.00	4,658.00	100.00	0.00	232.90
1.004	Dump	1,294.00	0.00	1,294.00	0.00	1,294.00	100.00	0.00	64.70
1.005	Equipment Rental	3,953.00	0.00	2,767.10	0.00	2,767.10	70.00	1,185.90	138.36
1.006	Roofing Labor	16,376.00	0.00	14,738.40	0.00	14,738.40	90.00	1,637.60	736.92
1.007	Sheet Metal Material	5,223.00	0.00	0.00	0.00	0.00	0.00	5,223.00	0.00
1.008	Sheet Metal Shop Labor	70.00	0.00	0.00	0.00	0.00	0.00	70.00	0.00
1.009	Sheet Metal Field Labor	2,040.00	0.00	0.00	0.00	0.00	0.00	2,040.00	0.00
1.010	Warranty	1,206.00	0.00	0.00	0.00	0.00	0.00	1,206.00	0.00
1.011	Bond	1,313.00	0.00	1,313.00	0.00	1,313.00	100.00	0.00	65.65
1.012	Contingency	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	0.00
<b>REPORT TOTALS</b>		\$88,800.00	\$47,325.00	\$20,112.50	\$0.00	\$67,437.50	75.94	\$21,362.50	\$3,371.88

# RCR&A

## RICHARD C. RINKS & ASSOCIATES, INC.

Engineering and Architectural Services

Building Enclosure Consultants

ASCE - NSPE - TSPE - IIBEC - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691  
Telephone 931-528-5543 Rinks-Consulting.com Facsimile 931-528-5544

July 24, 2025

Mr. John Magura  
Facilities Maintenance Supervisor  
Putnam County Schools  
240 Raider Drive  
Cookeville, Tennessee 38506  
maguraj@pcsstn.com

Re: Roof Replacement  
Extended Services Building  
Cookeville, Tennessee

Dear Mr. Magura:

Attached for further processing is an electronic copy of Pay Request No. 2 in the amount of \$19,106.87 from AAR of North Carolina, Inc. (AAR) for the above captioned project. I have signed and dated the Pay Request, recommending payment; therefore, you may forward your check directly to the Contractor.

Should you have any questions concerning this project, please contact me.

Sincerely yours,

*Patrick Rinks*

Patrick Rinks, PE

c: AAR of North Carolina, Inc. via email



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

Date \_\_\_\_\_ 8/7/2025

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$950.00 for pay application #2 related to the Extended Learning Building HVAC Upgrades project to be paid from 141-76100-599-02528.

**received**  
7-24-25 MT *OK*

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

**PROJECT:**  
 Frontier building HVAC Upgrades

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

**VIA ARCHITECT:**

**APPLICATION NO:** Two (2)

**PERIOD TO:** 7/25/25

**PROJECT NOS:**

**CONTRACT DATE:**

**Distribution to:**

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

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM \$ 99,050.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 99,050.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 6,736.24
5. RETAINAGE:
  - a. 5% of Completed Work \$ 336.81  
(Column D + E on G703)
  - b. of Stored Material \$
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 336.81
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 6,399.43
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 5,449.43
8. CURRENT PAYMENT DUE \$ 950.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 92,650.57

**CONTRACTOR:**

By: Michael H. Green Date: 7-16-25

State of: Tennessee County of: Putnam Overton  
 Subscribed and sworn to before me this 16th day of July, 2025  
 Notary Public: Rebecca Phillips  
 My Commission expires: 9/20/25

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 950.00

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

**ARCHITECT:** Maffett Loftis Eng.

By: Justin Powell Date: 07/16/2025

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

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

# CONTINUATION SHEET

ALA DOCUMENT G703

PAGE TWO OF

2

PAGES

ALA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

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

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

APPLICATION NO: Two (2)  
 APPLICATION DATE: 7/16/2025  
 PERIOD TO: 7/25/2025

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	E WORK COMPLETED THIS PERIOD	F MATERIALS STORED PRESENTLY (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
	Pumam Co. Board of Education - Frontier Building HVAC Upgrades							
	<b>Contract \$99,050.00</b>							
1	Equipment	\$46,100.76				\$5,736.24	\$46,100.76	\$286.81
2	Controls	\$5,736.24					\$2,500.00	
3	Rigging	\$2,500.00					\$22,967.70	
4	Material	\$22,967.70					\$8,843.30	\$50.00
5	Labor	\$9,843.30		\$1,000.00			\$11,902.00	
6	Contingency	\$11,902.00						
	<b>GRAND TOTALS</b>	\$99,050.00	\$0.00	\$1,000.00	\$5,736.24	\$6,736.24	\$92,313.76	\$336.81



**INVOICE**

**Stone Service Corp**

INVOICE #: INV10185094  
DATE: 07/16/2025

PO Box 49293  
Cookeville, TN 38506  
Phone

**BILL TO:** Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

**JOB:** Frontier Building HVAC Upgrades  
251 S Franklin Ave  
Cookeville, TN 38501

PAYMENT TERMS	DUE DATE
Net 30	08/15/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$99,050.00 Work completed to date: \$6,736.24 Less 5% Retainage: \$336.81 Less previous billing: \$5,449.43 = \$950.00	1	\$1,000.00	\$1,000.00
Retention 5%	Less 5% retention	1	\$50.00	\$50.00
			<b>SUBTOTAL</b>	<b>\$950.00</b>
			<b>TOTAL</b>	<b>\$950.00</b>



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

Date \_\_\_\_\_ 8/7/2025

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$206,587.17 and SouthEast Bank (retainage) in the amount of \$10,873.01 for pay application #3 related to the Northeast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.

**received**  
7-24-25 MT CK

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

PROJECT:  
 Northeast Elementary HVAC Upgrades

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

VIA ARCHITECT:

CONTRACT FOR:

APPLICATION NO: Three (3)

PERIOD TO: 7/25/25

PROJECT NOS:

CONTRACT DATE:

Distribution to:

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

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM \$ 785,750.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 785,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 459,183.05
5. RETAINAGE:
  - a. 5% of Completed Work \$ 22,959.15 (Column D + E on G703)
  - b. of Stored Material \$ (Column F on G703)
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 22,959.15
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 436,223.90
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 229,636.73
8. CURRENT PAYMENT DUE \$ 206,587.17
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 349,526.10

CONTRACTOR:

By: M. Lofitis Date: 7-16-25

State of: Tennessee County of: Putnam Overton  
 Subscribed and sworn to before me this 16<sup>th</sup> day of July, 2025  
 Notary Public: Rebecca Phillips  
 My Commission expires: 9/30/25

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 206,587.17

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

ARCHITECT: Majfett Lofitis, Eng.

By: Justin Powell Date: 07/16/2025

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

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

# CONTINUATION SHEET

ALA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

APPLICATION NO: Three (3)

APPLICATION DATE: 7/16/2025

Contractor's signed certification is attached.

PERIOD TO: 7/25/2025

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

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D O R E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD						
	Putnam Co. Board of Education - Northeast Elementary HVAC Upgrades									
	<b>Contract \$785,750.00</b>									
1	Equipment	\$433,477.00		\$190,000.00	\$190,000.00	\$185,775.00	\$375,775.00	86.69%	\$57,702.00	\$18,788.75
2	Controls	\$55,947.87				\$55,947.87	\$55,947.87	100.00%		\$2,797.39
3	Rigging	\$5,000.00		\$2,500.00	\$2,500.00		\$2,500.00	50.00%	\$2,500.00	\$125.00
4	Material	\$89,601.81		\$8,960.18	\$8,960.18		\$8,960.18	10.00%	\$80,641.63	\$448.01
5	Labor	\$109,513.32		\$16,000.00	\$16,000.00		\$16,000.00	14.61%	\$93,513.32	\$800.00
6	Contingency	\$92,210.00							\$92,210.00	
	<b>GRAND TOTALS</b>	\$785,750.00	\$0.00	\$217,460.18	\$217,460.18	\$241,722.87	\$459,183.05	58.44%	\$326,566.95	\$22,959.15



# INVOICE

## Stone Service Corp

INVOICE #: INV10185816  
DATE: 07/16/2025

PO Box 49293  
Cookeville, TN 38506  
Phone

**BILL TO:** Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

**JOB:** Northeast Elementary HVAC Upgrades  
575 North Old Kentucky Road  
Cookeville, TN 38501

PAYMENT TERMS	DUE DATE
Net 30	08/15/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$785,750.00 Work completed to date: \$459,183.05 Less 5% Retainage: \$22,959.15 Less previous billing: \$229,636.73 = \$206,587.17	1	\$217,460.18	\$217,460.18
Retention 5%	Less 5% retention	1	\$10,873.01	\$10,873.01
			<b>SUBTOTAL</b>	<b>\$206,587.17</b>
			<b>TOTAL</b>	<b>\$206,587.17</b>



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

Date \_\_\_\_\_ 8/7/2025

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$33,645.07 for pay application #4 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.

**received**  
7-24-25 MT CM

**TO OWNER:**  
 Putnam Co. Board of Education  
 1400 E Spring St.  
 Cookeville, TN 38506  
**FROM CONTRACTOR:**  
 Charles Stone Heating & Cooling  
 PO Box 49293  
 Cookeville, TN 38506  
**CONTRACT FOR:**

**PROJECT:**  
 Sycamore Elementary HVAC Upgrades  
**VIA ARCHITECT:**

**APPLICATION NO:** Four (4)  
**PERIOD TO:** 7/25/25

**Distribution to:**  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**PROJECT NOS:**  
**CONTRACT DATE:**

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM \$ 457,750.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 457,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 301,120.65
5. RETAINAGE:
  - a. 5% of Completed Work \$ 15,056.03  
(Column D + E on G703)
  - b. of Stored Material \$
  - (Column F on G703)
  - Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 15,056.03
6. TOTAL EARNED LESS RETAINAGE \$ 286,064.62  
(Line 4 Less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 252,419.55
8. CURRENT PAYMENT DUE \$ 33,645.07
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 171,685.38  
(Line 3 less Line 6)

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

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

**CONTRACTOR:**

By: Middleman Date: 7-16-25

State of: Tennessee County of: Putnam Overton  
 Subscribed and sworn to before me this 16th day of July, 2025  
 Notary Public: Debecca Phillips  
 My Commission expires: 9/20/25

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 33,645.07

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

**ARCHITECT:** Maffett Loftis Eng.

By: Justin Powell Date: 07/16/2025

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

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

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

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

APPLICATION NO: Four (4)  
 APPLICATION DATE: 7/16/2025  
 PERIOD TO: 7/25/2025

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Putnam Co. Board of Education - Sycamore Elementary HVAC Upgrades								
	Contract \$457,750.00								
1	Equipment	\$239,296.63				\$216,373.00	\$216,373.00	\$22,923.63	\$10,818.65
2	Controls	\$45,781.79				\$45,781.79	\$45,781.79	\$2,000.00	\$2,289.09
3	Rigging	\$5,000.00	\$1,000.00	\$2,000.00		\$3,000.00	\$3,000.00	\$2,000.00	\$150.00
4	Material	\$32,613.77		\$2,609.10		\$2,609.10	\$2,609.10	\$30,004.67	\$130.46
5	Labor	\$76,098.81	\$2,550.00	\$18,533.52		\$21,083.52	\$21,083.52	\$55,015.29	\$1,054.18
6	Contingency	\$58,959.00		\$12,273.24		\$12,273.24	\$12,273.24	\$46,685.76	\$613.66
	<b>GRAND TOTALS</b>	\$457,750.00	\$3,550.00	\$35,415.86	\$262,154.79	\$301,120.65	\$301,120.65	\$156,629.55	\$15,056.03



# INVOICE

## Stone Service Corp

INVOICE #: INV10186335  
DATE: 07/16/2025

PO Box 49293  
Cookeville, TN 38506  
Phone

**BILL TO:** Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

**JOB:** Sycamore Elementary HVAC Upgrades  
452 Ellis Ave.  
Cookeville, TN 38501

PAYMENT TERMS	DUE DATE
Net 30	08/15/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$457,750.00 Work completed to date: \$301,120.65 Less 5% Retainage: \$15,056.03 Less previous billing: \$252,419.55 = \$33,645.07 The use of contingency funds: 42 each: BLEMO LMB25-SR Motor Actuator, Rotary 45 in-LB, SR2-10vdc, 24vac, 24vdc	1	\$35,415.86	\$35,415.86
Retention 5%	Less 5% retention	1	\$1,770.79	\$1,770.79
			<b>SUBTOTAL</b>	<b>\$33,645.06</b>
			<b>TOTAL</b>	<b>\$33,645.06</b>



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

Date \_\_\_\_\_ 8/7/2025  
Department Finance  
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$128,811.56 for pay application #2 related to the Baxter Primary School HVAC Upgrades project to be paid from 141-76100-599-02528.

**received**  
7-24-25 MAT 

**TO OWNER:**  
 Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, TN 38506

**PROJECT:**  
 Baxter Primary School Chiller

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

**VIA ARCHITECT:**

**CONTRACT FOR:**

**APPLICATION NO:** Two (2)

**PERIOD TO:** 7/25/25

**PROJECT NOS:**

**CONTRACT DATE:**

Distribution to:

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

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

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

1. ORIGINAL CONTRACT SUM \$ 229,142.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 229,142.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 145,391.12
5. RETAINAGE:
  - a. 5% of Completed Work (Column D + E on G703) \$ 7,269.56
  - b. of Stored Material (Column F on G703) \$
 Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 7,269.56
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 138,121.56
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 9,310.00
8. CURRENT PAYMENT DUE \$ 128,811.56
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 91,020.44

**CONTRACTOR:**

By: Michelle Shreeve Date: 7-16-25

State of: Tennessee County of: Putnam Overton  
 Subscribed and sworn to before me this 16th day of July, 2025  
 Notary Public: Rebecca Phillips  
 My Commission expires: 9/30/25

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 128,811.56

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

**ARCHITECT:** Maffett Loftis Eng.

By: Justin Powell Date: 07/16/2025

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

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

**Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.**

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

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

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

APPLICATION NO: Two (2)  
APPLICATION DATE: 7/16/2025

PERIOD TO: 7/25/2025

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D O R E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD					
	Punam Co. Board of Education - Baxter Primary School Chiller Replacement								
	<b>Contract \$229,142.00</b>								
1	Equipment	\$145,391.12				\$145,391.12	\$145,391.12	\$5,000.00	\$7,269.56
2	Rigging	\$5,000.00						\$14,782.88	
3	Material	\$14,782.88						\$34,491.00	
4	Labor	\$34,491.00						\$29,477.00	
5	Contingency	\$29,477.00							
6									
	<b>GRAND TOTALS</b>	\$229,142.00	\$0.00	\$0.00	\$0.00	\$145,391.12	\$145,391.12	\$83,750.88	\$7,269.56



**INVOICE**

**Stone Service Corp**

INVOICE #: INV10185202  
DATE: 07/16/2025

PO Box 49293  
Cookeville, TN 38506  
Phone

**BILL TO:** Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

**JOB:** Baxter Primary School Chiller  
Replacement  
125 Elmore Town Rd.  
Baxter, TN 38544

PAYMENT TERMS	DUE DATE
Net 30	08/15/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$229,142.00 Work completed to date: \$145,391.12 Less 5% Retainage: \$7,269.56 Less previous billing: \$9,310.00 = \$128,811.56	1	\$135,591.12	\$135,591.12
Retention 5%	Less 5% retention	1	\$6,779.56	\$6,779.56
			<b>SUBTOTAL</b>	<b>\$128,811.56</b>
			<b>TOTAL</b>	<b>\$128,811.56</b>



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

Date \_\_\_\_\_ 8/7/24  
Department Finance  
Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval of the Medical, Dental and Vision Insurance Rates for the 2026 calendar year as submitted.

**received**  
7-25-25  
MTM

**DENTAL INSURANCE MONTHLY PREMIUMS**

2026

Plan	Coverage	Full Monthly		
		Premium	EE Rate	PC BOE Rate
CIGNA DHMO (Prepaid Provider Plan)	Employee	14.69	-	14.69
CIGNA DHMO (Prepaid Provider Plan)	Employee + Spouse	26.03	11.34	14.69
CIGNA DHMO (Prepaid Provider Plan)	Employee + Child(ren)	30.50	15.81	14.69
CIGNA DHMO (Prepaid Provider Plan)	Employee + Spouse + Child(ren)	35.79	21.10	14.69
METLIFE DPPO PLAN	Employee	20.32	5.63	14.69
METLIFE DPPO PLAN	Employee + Spouse	39.96	25.27	14.69
METLIFE DPPO PLAN	Employee + Child(ren)	67.54	52.85	14.69
METLIFE DPPO PLAN	Employee + Spouse + Child(ren)	99.47	84.78	14.69

**VISION INSURANCE MONTHLY PREMIUMS**

2026

Plan	Coverage	Full Monthly		
		Premium	EE Rate	PC BOE Rate
EYE MED - BASIC PLAN	Employee	3.18	3.18	-
EYE MED - BASIC PLAN	Employee + Spouse	6.03	6.03	-
EYE MED - BASIC PLAN	Employee + Child(ren)	6.35	6.35	-
EYE MED - BASIC PLAN	Employee + Spouse + Child(ren)	9.33	9.33	-
EYE MED - EXPANDED PLAN	Employee	6.30	6.30	-
EYE MED - EXPANDED PLAN	Employee + Spouse	11.98	11.98	-
EYE MED - EXPANDED PLAN	Employee + Child(ren)	12.60	12.60	-
EYE MED - EXPANDED PLAN	Employee + Spouse + Child(ren)	18.54	18.54	-

LOCAL EDUCATION PLAN  
HEALTH INSURANCE MONTHLY PREMIUMS  
2026

Certified and Support

Plan	Coverage	Full Monthly		EE Rate	PC BOE Rate	EE %	PCBOE %	BOE CDHP Contribution	Total BOE Cost
		Premium	EE Rate						
BCBS Network S - Premier	Employee	793.00	204.20	588.80	26%	74%	-	588.80	
BCBS Network S - Premier	Employee + Child(ren)	1,307.00	335.80	971.20	26%	74%	-	971.20	
BCBS Network S - Premier	Employee + Spouse	1,783.00	458.20	1,324.80	26%	74%	-	1,324.80	
BCBS Network S- Premier	Employee + Child(ren) + Spouse	2,060.00	528.80	1,531.20	26%	74%	-	1,531.20	
BCBS Network S - Standard	Employee	736.00	147.20	588.80	20%	80%	-	588.80	
BCBS Network S - Standard	Employee + Child(ren)	1,214.00	242.80	971.20	20%	80%	-	971.20	
BCBS Network S - Standard	Employee + Spouse	1,656.00	331.20	1,324.80	20%	80%	-	1,324.80	
BCBS Network S - Standard	Employee + Child(ren) + Spouse	1,914.00	382.80	1,531.20	20%	80%	-	1,531.20	
BCBS Network S - Limited	Employee	695.00	139.00	556.00	20%	80%	-	556.00	
BCBS Network S - Limited	Employee + Child(ren)	1,146.00	229.20	916.80	20%	80%	-	916.80	
BCBS Network S - Limited	Employee + Spouse	1,565.00	313.00	1,252.00	20%	80%	-	1,252.00	
BCBS Network S - Limited	Employee + Child(ren) + Spouse	1,807.00	361.40	1,445.60	20%	80%	-	1,445.60	
BCBS Network S - CDHP	Employee	607.00	121.40	485.60	20%	80%	103.20	588.80	
BCBS Network S - CDHP	Employee + Child(ren)	1,001.00	200.20	800.80	20%	80%	170.40	971.20	
BCBS Network S - CDHP	Employee + Spouse	1,365.00	273.00	1,092.00	20%	80%	232.80	1,324.80	
BCBS Network S - CDHP	Employee + Child(ren) + Spouse	1,578.00	315.60	1,262.40	20%	80%	268.80	1,531.20	
BCBS Network P - Premier	Employee	883.00	294.20	588.80	33%	67%	-	588.80	
BCBS Network P - Premier	Employee + Child(ren)	1,407.00	435.80	971.20	31%	69%	-	971.20	
BCBS Network P - Premier	Employee + Spouse	1,963.00	638.20	1,324.80	33%	67%	-	1,324.80	
BCBS Network P- Premier	Employee + Child(ren) + Spouse	2,240.00	708.80	1,531.20	32%	68%	-	1,531.20	
BCBS Network P - Standard	Employee	826.00	237.20	588.80	29%	71%	-	588.80	
BCBS Network P - Standard	Employee + Child(ren)	1,314.00	342.80	971.20	26%	74%	-	971.20	
BCBS Network P - Standard	Employee + Spouse	1,836.00	511.20	1,324.80	28%	72%	-	1,324.80	
BCBS Network P - Standard	Employee + Child(ren) + Spouse	2,094.00	562.80	1,531.20	27%	73%	-	1,531.20	
BCBS Network P - Limited	Employee	785.00	229.00	556.00	29%	71%	-	556.00	
BCBS Network P - Limited	Employee + Child(ren)	1,246.00	329.20	916.80	26%	74%	-	916.80	
BCBS Network P - Limited	Employee + Spouse	1,745.00	493.00	1,252.00	28%	72%	-	1,252.00	
BCBS Network P - Limited	Employee + Child(ren) + Spouse	1,987.00	541.40	1,445.60	27%	73%	-	1,445.60	
BCBS Network P - CDHP	Employee	697.00	211.40	485.60	30%	70%	103.20	588.80	
BCBS Network P - CDHP	Employee + Child(ren)	1,101.00	300.20	800.80	27%	73%	170.40	971.20	
BCBS Network P - CDHP	Employee + Spouse	1,545.00	453.00	1,092.00	29%	71%	232.80	1,324.80	
BCBS Network P - CDHP	Employee + Child(ren) + Spouse	1,758.00	495.60	1,262.40	28%	72%	268.80	1,531.20	
Cigna Local Plus - Premier	Employee	793.00	204.20	588.80	26%	74%	-	588.80	
Cigna Local Plus - Premier	Employee + Child(ren)	1,307.00	335.80	971.20	26%	74%	-	971.20	
Cigna Local Plus - Premier	Employee + Spouse	1,783.00	458.20	1,324.80	26%	74%	-	1,324.80	
Cigna Local Plus - Premier	Employee + Child(ren) + Spouse	2,060.00	528.80	1,531.20	26%	74%	-	1,531.20	
Cigna Local Plus - Standard	Employee	736.00	147.20	588.80	20%	80%	-	588.80	
Cigna Local Plus - Standard	Employee + Child(ren)	1,214.00	242.80	971.20	20%	80%	-	971.20	
Cigna Local Plus - Standard	Employee + Spouse	1,656.00	331.20	1,324.80	20%	80%	-	1,324.80	
Cigna Local Plus - Standard	Employee + Child(ren) + Spouse	1,914.00	382.80	1,531.20	20%	80%	-	1,531.20	
Cigna Local Plus - Limited	Employee	695.00	139.00	556.00	20%	80%	-	556.00	
Cigna Local Plus - Limited	Employee + Child(ren)	1,146.00	229.20	916.80	20%	80%	-	916.80	
Cigna Local Plus - Limited	Employee + Spouse	1,565.00	313.00	1,252.00	20%	80%	-	1,252.00	
Cigna Local Plus - Limited	Employee + Child(ren) + Spouse	1,807.00	361.40	1,445.60	20%	80%	-	1,445.60	
Cigna Local Plus - CDHP	Employee	607.00	121.40	485.60	20%	80%	103.20	588.80	
Cigna Local Plus - CDHP	Employee + Child(ren)	1,001.00	200.20	800.80	20%	80%	170.40	971.20	
Cigna Local Plus - CDHP	Employee + Spouse	1,365.00	273.00	1,092.00	20%	80%	232.80	1,324.80	
Cigna Local Plus - CDHP	Employee + Child(ren) + Spouse	1,578.00	315.60	1,262.40	20%	80%	268.80	1,531.20	
Cigna Open Access - Premier	Employee	883.00	294.20	588.80	33%	67%	-	588.80	
Cigna Open Access - Premier	Employee + Child(ren)	1,407.00	435.80	971.20	31%	69%	-	971.20	
Cigna Open Access - Premier	Employee + Spouse	1,963.00	638.20	1,324.80	33%	67%	-	1,324.80	
Cigna Open Access - Premier	Employee + Child(ren) + Spouse	2,240.00	708.80	1,531.20	32%	68%	-	1,531.20	
Cigna Open Access - Standard	Employee	826.00	237.20	588.80	29%	71%	-	588.80	
Cigna Open Access - Standard	Employee + Child(ren)	1,314.00	342.80	971.20	26%	74%	-	971.20	
Cigna Open Access - Standard	Employee + Spouse	1,836.00	511.20	1,324.80	28%	72%	-	1,324.80	
Cigna Open Access - Standard	Employee + Child(ren) + Spouse	2,094.00	562.80	1,531.20	27%	73%	-	1,531.20	
Cigna Open Access - Limited	Employee	785.00	229.00	556.00	29%	71%	-	556.00	
Cigna Open Access - Limited	Employee + Child(ren)	1,246.00	329.20	916.80	26%	74%	-	916.80	
Cigna Open Access - Limited	Employee + Spouse	1,745.00	493.00	1,252.00	28%	72%	-	1,252.00	
Cigna Open Access - Limited	Employee + Child(ren) + Spouse	1,987.00	541.40	1,445.60	27%	73%	-	1,445.60	
Cigna Open Access - CDHP	Employee	697.00	211.40	485.60	30%	70%	103.20	588.80	
Cigna Open Access - CDHP	Employee + Child(ren)	1,101.00	300.20	800.80	27%	73%	170.40	971.20	
Cigna Open Access - CDHP	Employee + Spouse	1,545.00	453.00	1,092.00	29%	71%	232.80	1,324.80	
Cigna Open Access - CDHP	Employee + Child(ren) + Spouse	1,758.00	495.60	1,262.40	28%	72%	268.80	1,531.20	



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

Date \_\_\_\_\_ 8/7/25  
Department Finance  
Person Submitting Mark McReynolds  
Account Number (if appropriate)

Check one:

\_\_\_\_\_ Backup included

\_\_\_\_\_ Backup to follow

Statement to be included in Board Agenda Packet:

Please consider approval of the following final budgets:

- 141 General Purpose School Budget Draft #3
- 142 Federal Projects Budget
- 143 Food Service Budget
- 146 Extended School Program Budget

**received**  
7-29-25 MT *al*

*BOE Approved VIII. C.  
6/26/25*

**Putnam County, Tennessee**  
**General Purpose School Budget**  
**Fund 141**  
**For Fiscal Year**  
**July 1, 2025 to June 30, 2026**  
**Draft #3**

Fnd T	Acct	Obj	Prj	Loc	Prg	Acct	2023-24		2024-25		2025-26	
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
40110							CURRENT PROPERTY TAX					
141 R	40110	000	000	0	----	----	19,069,689.21	19,436,163.78	19,436,163.78	19,461,941.46	19,825,154.58	
141 R	40110	----	----	----	----	----	19,069,689.21	19,436,163.78	19,436,163.78	19,461,941.46	19,825,154.58	
40120							TRUSTEE'S COLLECTIONS - PRIOR					
141 R	40120	000	000	0	----	----	321,044.58	250,000.00	250,000.00	230,355.82	250,000.00	
141 R	40120	----	----	----	----	----	321,044.58	250,000.00	250,000.00	230,355.82	250,000.00	
40130							CIR CLK/CLK & MASTER COLLECTIO					
141 R	40130	000	000	0	----	----	212,165.79	210,000.00	210,000.00	129,440.39	180,000.00	
141 R	40130	----	----	----	----	----	212,165.79	210,000.00	210,000.00	129,440.39	180,000.00	
40140							INTEREST AND PENALTY					
141 R	40140	000	000	0	----	----	62,965.43	70,000.00	70,000.00	54,236.36	65,000.00	
141 R	40140	----	----	----	----	----	62,965.43	70,000.00	70,000.00	54,236.36	65,000.00	
40161							PAYMENTS IN LIEU OF TAXES - T.					
141 R	40161	000	000	0	----	----	1,314.21	1,500.00	1,500.00	336.31	1,000.00	
141 R	40161	----	----	----	----	----	1,314.21	1,500.00	1,500.00	336.31	1,000.00	
40163							PAYMENTS IN LIEU OF TAXES - OT					
141 R	40163	000	000	0	----	----	222,622.85	240,000.00	240,000.00	203,435.40	205,000.00	
141 R	40163	----	----	----	----	----	222,622.85	240,000.00	240,000.00	203,435.40	205,000.00	

PUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 141 G.P. (Date: 6/2025)

Fnd T Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24		2024-25		2025-26	
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
40210					LOCAL OPTION SALES TAX							
141 R 40210	000	000	0	----	LOCAL OPTION SALES TAX	17,499,999.96	17,500,000.00	17,500,000.00	14,583,333.30	19,722,873.62		
141 R 40210	----	----	----	----	LOCAL OPTION SALES TAX	17,499,999.96	17,500,000.00	17,500,000.00	14,583,333.30	19,722,873.62		
40275					MIXED DRINK TAX							
141 R 40275	000	000	0	----	MIXED DRINK TAX	271,024.04	260,000.00	260,000.00	281,236.49	275,000.00		
141 R 40275	----	----	----	----	MIXED DRINK TAX	271,024.04	260,000.00	260,000.00	281,236.49	275,000.00		
40290					OTHER COUNTY LOCAL OPTION TAXE							
141 R 40290	000	000	0	----	OTHER COUNTY LOCAL OPTION TAXE	0.00	280,000.00	280,000.00	0.00	280,000.00		
141 R 40290	----	----	----	----	OTHER COUNTY LOCAL OPTION TAXE	0.00	280,000.00	280,000.00	0.00	280,000.00		
40320					BANK EXCISE TAX							
141 R 40320	000	000	0	----	BANK EXCISE TAX	273,732.14	0.00	0.00	264,696.61	0.00		
141 R 40320	----	----	----	----	BANK EXCISE TAX	273,732.14	0.00	0.00	264,696.61	0.00		
41110					MARRIAGE LICENSES							
141 R 41110	000	000	0	----	MARRIAGE LICENSES	6,355.50	6,000.00	6,000.00	5,567.00	6,500.00		
141 R 41110	----	----	----	----	MARRIAGE LICENSES	6,355.50	6,000.00	6,000.00	5,567.00	6,500.00		
43380					VENDING MACHINE COLLECTIONS							
141 R 43380	000	000	0	----	VENDING MACHINE COLLECTIONS	206.66	0.00	0.00	-39.06	250.00		
141 R 43380	----	----	----	----	VENDING MACHINE COLLECTIONS	206.66	0.00	0.00	-39.06	250.00		

Fnd T Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-26	
						Actual	Original Budget	Revised Budget	Actual	Draft 3 Propos	
43531					TRANSPORTATION - OTHER STATE S						
141 R 43531	000	000	0	----	TRANSPORTATION - OTHER STATE S	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
141 R 43531	----	----	----	----	TRANSPORTATION - OTHER STATE S	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
43533					TRANSPORTATION FROM INDIVIDUAL						
141 R 43533	000	000	0	----	TRANSPORTATION FROM INDIVIDUAL	130,719.75	135,000.00	135,000.00	105,089.00	145,000.00	145,000.00
141 R 43533	----	----	----	----	TRANSPORTATION FROM INDIVIDUAL	130,719.75	135,000.00	135,000.00	105,089.00	145,000.00	145,000.00
43542					CONTRACT FOR INSURCT SERV W/OT						
141 R 43542	000	000	0	----	CONTRACT FOR INSURCT SERV W/OT	25,655.00	0.00	0.00	0.00	0.00	0.00
141 R 43542	----	----	----	----	CONTRACT FOR INSURCT SERV W/OT	25,655.00	0.00	0.00	0.00	0.00	0.00
43570					RECEIPTS FROM INDIVIDUAL SCHOO						
141 R 43570	000	000	0	----	RECEIPTS FROM INDIVIDUAL SCHOO	196,538.88	189,000.00	229,620.00	171,892.56	172,000.00	172,000.00
141 R 43570	----	----	----	----	RECEIPTS FROM INDIVIDUAL SCHOO	196,538.88	189,000.00	229,620.00	171,892.56	172,000.00	172,000.00
44130					SALE OF MATERIALS AND SUPPLIES						
141 R 44130	000	000	0	----	SALE OF MATERIALS AND SUPPLIES	5,744.17	1,500.00	1,500.00	1,668.40	1,500.00	1,500.00
141 R 44130	----	----	----	----	SALE OF MATERIALS AND SUPPLIES	5,744.17	1,500.00	1,500.00	1,668.40	1,500.00	1,500.00
44170					MISCELLANEOUS REFUNDS						
141 R 44170	000	000	0	----	MISCELLANEOUS REFUNDS	23,092.00	20,000.00	20,000.00	21,370.50	20,000.00	20,000.00
141 R 44170	----	----	----	----	MISCELLANEOUS REFUNDS	23,092.00	20,000.00	20,000.00	21,370.50	20,000.00	20,000.00

PUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 141 G.P. (Date: 6/2025)

Fnd T Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-26	
						Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
44530					SALE OF EQUIPMENT						
141 R 44530	000	000	0	----	SALE OF EQUIPMENT	55,496.27	1,000.00	1,000.00	17,782.20	15,000.00	15,000.00
141 R 44530	----	----	----	----	SALE OF EQUIPMENT	55,496.27	1,000.00	1,000.00	17,782.20	15,000.00	15,000.00
44560					DAMAGES RECOVERED FROM INDIVID						
141 R 44560	000	000	0	----	DAMAGES RECOVERED FROM INDIVID	920.00	500.00	500.00	10,949.53	2,500.00	2,500.00
141 R 44560	----	----	----	----	DAMAGES RECOVERED FROM INDIVID	920.00	500.00	500.00	10,949.53	2,500.00	2,500.00
46510					TN INVEST STUDENT ACHIEVEMENT						
141 R 46510	000	000	0	----	TN INVEST STUDENT ACHIEVEMENT	78,149,000.99	79,603,341.06	81,008,456.09	73,040,697.98	82,494,216.80	82,494,216.80
141 R 46510	----	----	----	----	TN INVEST STUDENT ACHIEVEMENT	78,149,000.99	79,603,341.06	81,008,456.09	73,040,697.98	82,494,216.80	82,494,216.80
46513					TISA ONBEHALF PAYMENTS						
141 R 46513	000	000	0	----	TISA ONBEHALF PAYMENTS	157,362.56	0.00	165,000.00	0.00	80,000.00	80,000.00
141 R 46513	----	----	----	----	TISA ONBEHALF PAYMENTS	157,362.56	0.00	165,000.00	0.00	80,000.00	80,000.00
46515					EARLY CHILDHOOD EDUCATION						
141 R 46515	000	000	0	----	EARLY CHILDHOOD EDUCATION	1,886,191.60	1,588,552.00	1,967,212.20	1,841,664.68	1,588,552.00	1,588,552.00
141 R 46515	----	----	----	----	EARLY CHILDHOOD EDUCATION	1,886,191.60	1,588,552.00	1,967,212.20	1,841,664.68	1,588,552.00	1,588,552.00
46550					DRIVER EDUCATION						
141 R 46550	000	000	0	----	DRIVER EDUCATION	4,941.39	0.00	0.00	6,523.65	0.00	0.00
141 R 46550	----	----	----	----	DRIVER EDUCATION	4,941.39	0.00	0.00	6,523.65	0.00	0.00

Fnd T	Acct	Obj	Prj	Loc	Prp	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-26
								Actual	Original Budget	Revised Budget	Actual	Draft 3 Propos
OTHER STATE EDUCATION FUNDS												
141 R	46590	000	000	0	----	----	----	3,174,164.32	0.00	1,764,648.96	679,504.03	586,773.61
141 R	46590	----	----	----	----	----	----	3,174,164.32	0.00	1,764,648.96	679,504.03	586,773.61
PAID PARENTAL LEAVE												
141 R	46596	000	000	0	----	----	----	0.00	0.00	345,720.00	228,079.43	0.00
141 R	46596	----	----	----	----	----	----	0.00	0.00	345,720.00	228,079.43	0.00
CAREER LADDER PROGRAM												
141 R	46610	000	000	0	----	----	----	88,440.59	93,488.20	93,488.20	83,994.55	82,800.00
141 R	46610	----	----	----	----	----	----	88,440.59	93,488.20	93,488.20	83,994.55	82,800.00
OTHER VOCATIONAL												
141 R	46790	000	000	0	----	----	----	0.00	851,916.54	3,063,770.97	961,800.84	0.00
141 R	46790	----	----	----	----	----	----	0.00	851,916.54	3,063,770.97	961,800.84	0.00
OTHER STATE GRANTS												
141 R	46980	000	000	0	----	----	----	0.00	0.00	275,397.94	323,696.59	0.00
141 R	46980	----	----	----	----	----	----	0.00	0.00	275,397.94	323,696.59	0.00
ADULT BASIC EDUCATION												
141 R	47120	000	000	0	----	----	----	707,965.68	0.00	706,638.40	466,736.01	0.00
141 R	47120	----	----	----	----	----	----	707,965.68	0.00	706,638.40	466,736.01	0.00

FUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 141 G.P. (Date: 6/2025)

Fnd T Acct	Obj	Pri	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-26
							Actual	Original Budget	Revised Budget	Actual	Draft 3 Propos
OTHER VOCATIONAL											
141 R 47139	000	0	0	---	---	OTHER VOCATIONAL	111,096.00	0.00	0.00	90,626.37	0.00
141 R 47139	---	---	---	---	---	OTHER VOCATIONAL	111,096.00	0.00	0.00	90,626.37	0.00
EDUCATION OF THE HANDICAPPED A											
141 R 47143	000	0	0	---	---	EDUCATION OF THE HANDICAPPED A	101,581.68	93,995.89	331,811.32	199,418.27	100,000.00
141 R 47143	---	---	---	---	---	EDUCATION OF THE HANDICAPPED A	101,581.68	93,995.89	331,811.32	199,418.27	100,000.00
OTHER FEDERAL THROUGH STATE											
141 R 47590	000	0	0	---	---	OTHER FEDERAL THROUGH STATE	354,995.60	0.00	415,037.00	0.00	0.00
141 R 47590	---	---	---	---	---	OTHER FEDERAL THROUGH STATE	354,995.60	0.00	415,037.00	0.00	0.00
ROTC REIMBURSEMENT											
141 R 47640	000	0	0	---	---	ROTC REIMBURSEMENT	132,461.03	140,000.00	140,000.00	104,100.08	140,000.00
141 R 47640	---	---	---	---	---	ROTC REIMBURSEMENT	132,461.03	140,000.00	140,000.00	104,100.08	140,000.00
DONATIONS											
141 R 48610	000	0	0	---	---	DONATIONS	136,692.02	6,000.00	54,120.00	56,405.00	3,600.00
141 R 48610	---	---	---	---	---	DONATIONS	136,692.02	6,000.00	54,120.00	56,405.00	3,600.00
OTHER											
141 R 48990	000	0	0	---	---	OTHER	178,455.87	5,000.00	32,065.00	160,194.93	5,000.00
141 R 48990	---	---	---	---	---	OTHER	178,455.87	5,000.00	32,065.00	160,194.93	5,000.00

Fnd	T	Acct	Obj	Pri	Loc	Prq	Acct	Obj	2023-24		2024-25		2024-25		2025-26		
									Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos			
49700							INSURANCE RECOVERY										
141	R	49700	000	000	0	----	INSURANCE RECOVERY		0.00	0.00	0.00	0.00	26,640.00			0.00	
141	R	49700	----	----	----	----	INSURANCE RECOVERY		0.00	0.00	0.00	0.00	26,640.00			0.00	
49800							TRANSFERS IN										
141	R	49800	000	000	0	----	TRANSFERS IN	1,005,810.21	1,200,000.00	1,322,669.99	791,302.95	1,010,500.00					
141	R	49800	----	----	----	----	TRANSFERS IN	1,005,810.21	1,200,000.00	1,322,669.99	791,302.95	1,010,500.00					
141	R	-----	-----	-----	-----	-----	Revenue	124,571,445.98	122,185,957.47	130,330,319.85	114,607,677.63	127,263,220.61					

Fnd T	Acct	Obj	Pri	Loc	Prq	Acct	2023-24		2024-25		2025-26	
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
71100						REGULAR INSTRUCTION PROGRAM						
141	E	71100	116	000	0	REGULAR INSTRUCTION PROGRAM	34,789,153.40	36,894,078.88	37,589,572.88	36,888,262.35	37,552,356.74	
141	E	71100	117	000	0	CAREER LADDER PROGRAM	47,805.44	49,000.00	49,000.00	46,235.34	47,000.00	
141	E	71100	128	000	0	HOMEBOUND TEACHERS	56,763.28	59,125.12	59,125.12	57,419.14	61,275.00	
141	E	71100	140	000	0	SALARY SUPPLEMENTS	698,814.74	0.00	0.00	0.00	0.00	
141	E	71100	163	000	0	AIDES	2,036,094.92	2,778,267.39	2,713,232.39	2,478,686.14	2,717,432.11	
141	E	71100	185	000	0	Incentive Pay	370,115.00	0.00	528,556.00	528,556.00	0.00	
141	E	71100	189	000	0	OTHER SALARIES & WAGES	31,463.14	0.00	54,800.00	29,931.28	32,680.54	
141	E	71100	195	000	0	CERTIFIED SUBSTITUTE TEACHERS	202,525.60	242,000.00	276,500.00	269,573.36	252,000.00	
141	E	71100	198	000	0	NON-CERTIFIED SUBSTITUTE TEACH	719,692.00	696,292.00	782,292.00	781,320.00	750,000.00	
141	E	71100	201	000	0	SOCIAL SECURITY	2,228,484.71	2,524,539.33	2,400,751.03	2,336,259.46	2,567,566.15	
141	E	71100	204	000	0	STATE RETIREMENT	2,720,339.45	1,548,215.30	2,868,591.30	2,800,255.87	1,419,750.14	
141	E	71100	206	000	0	LIFE INSURANCE	16,791.49	24,077.09	24,160.69	17,876.63	23,939.33	
141	E	71100	207	000	0	MEDICAL INSURANCE	6,162,132.04	6,671,319.31	6,802,165.74	6,752,687.45	6,925,059.31	
141	E	71100	208	000	0	DENTAL INSURANCE	83,657.59	122,019.24	93,219.52	91,214.69	121,321.09	
141	E	71100	210	000	0	UNEMPLOYMENT COMPENSATION	9,225.36	72,368.50	72,468.50	8,016.03	71,248.00	
141	E	71100	212	000	0	EMPLOYER MEDICARE LIABILITY	527,143.88	589,757.57	569,187.89	553,977.74	600,530.80	
141	E	71100	217	000	0	RET HYBRID STABILIZATION	153,203.40	1,377,382.86	176,831.36	168,628.23	1,468,831.41	
141	E	71100	336	000	0	MAINTENANCE AND REPAIR SERVICE	16,335.87	15,000.00	15,000.00	9,165.78	15,000.00	
141	E	71100	399	000	0	OTHER CONTRACTED SERVICES	517,622.65	957,405.20	612,405.20	508,538.74	1,247,200.00	
141	E	71100	429	000	0	INSTRUCTIONAL SUPPLIES	515,080.27	567,930.00	656,463.76	590,358.13	568,550.00	
141	E	71100	449	000	0	TEXTBOOKS	1,941,963.99	250,000.00	235,000.00	230,220.26	920,000.00	
141	E	71100	499	000	0	OTHER SUPPLIES AND MATERIALS	4,988.17	0.00	0.00	0.00	0.00	
141	E	71100	524	000	0	INSERVICE/STAFF DEVELOPMENT	0.00	0.00	0.00	5,309.00	0.00	
141	E	71100	535	000	0	FEE WAIVERS	68,275.77	90,000.00	90,000.00	86,817.42	90,000.00	
141	E	71100	595	000	0	TISA ON-BEHALF PAYMENTS	157,362.56	0.00	165,000.00	0.00	80,000.00	
141	E	71100	599	000	0	OTHER CHARGES	204,555.54	234,750.00	220,750.00	169,144.18	234,750.00	
141	E	71100	722	000	0	REGULAR INSTRUCTION EQUIPMENT	515,341.21	471,800.00	534,042.00	382,373.01	571,800.00	
141	E	71100	729	000	0	TRANSPORTATION EQUIPMENT	51,785.60	0.00	0.00	0.00	0.00	
141	E	71100	790	000	0	OTHER EQUIPMENT	6,098.65	0.00	0.00	0.00	0.00	
141	E	71100	---	---	---	REGULAR INSTRUCTION PROGRAM	54,852,815.72	56,235,327.79	57,589,115.38	55,790,826.23	58,338,290.62	
71150						ALTERNATIVE INSTRUCTION PROGRA						
141	E	71150	116	000	0	ALTERNATIVE INSTRUCTION PROGRA	654,121.28	730,146.20	754,096.20	752,172.59	779,452.50	
141	E	71150	117	000	0	CAREER LADDER PROGRAM	1,000.08	1,000.00	1,000.00	1,000.08	1,000.00	
141	E	71150	163	000	0	ALTERNATIVE INSTRUCTION PROGRA	2,611.42	54,084.16	45,084.16	41,268.22	45,419.71	

Fnd T	Acct	Obj	Pri	Loc	Prq	Acct	2023-24		2024-25		2025-26		
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos	
71150	ALTERNATIVE INSTRUCTION PROGRA												
141 E	71150	185	000	0	----	---	5,500.00	0.00	9,275.00	9,275.00	0.00	0.00	
							Incentive Pay						
141 E	71150	185	000	0	----	---	38,071.26	48,684.28	43,235.28	42,089.60	51,204.08	51,204.08	
							SOCIAL SECURITY						
141 E	71150	201	000	0	----	---	47,966.38	37,679.72	51,854.72	50,714.62	35,666.35	35,666.35	
							STATE RETIREMENT						
141 E	71150	204	000	0	----	---	312.18	483.84	493.84	354.15	450.24	450.24	
							LIFE INSURANCE						
141 E	71150	206	000	0	----	---	136,178.00	157,375.79	171,439.76	169,425.44	187,375.62	187,375.62	
							MEDICAL INSURANCE						
141 E	71150	207	000	0	----	---	1,610.77	2,452.03	2,462.03	1,851.74	2,281.75	2,281.75	
							DENTAL INSURANCE						
141 E	71150	208	000	0	----	---	130.00	1,440.00	1,440.00	160.00	1,340.00	1,340.00	
							UNEMPLOYMENT COMPENSATION						
141 E	71150	210	000	0	----	---	8,903.82	11,385.84	11,529.84	10,624.31	11,975.15	11,975.15	
							EMPLOYER MEDICARE LIABILITY						
141 E	71150	212	000	0	----	---	1,943.76	17,955.00	4,515.00	1,639.67	14,773.50	14,773.50	
							RET HYBRID STABILIZATION						
141 E	71150	217	000	0	----	---	77.27	800.00	800.00	83.12	1,000.00	1,000.00	
							INSTRUCTIONAL SUPPLIES						
141 E	71150	429	000	0	----	---	726.33	800.00	800.00	747.60	1,000.00	1,000.00	
							OTHER SUPPLIES AND MATERIALS						
141 E	71150	790	000	0	----	---	0.00	800.00	800.00	0.00	1,000.00	1,000.00	
							OTHER EQUIPMENT						
141 E	71150	---	---	---	----	---	909,152.55	1,065,086.86	1,098,825.83	1,081,406.14	1,133,938.90	1,133,938.90	
							ALTERNATIVE INSTRUCTION PROGRA						
71200	SPECIAL EDUCATION PROGRAM												
141 E	71200	116	000	0	----	---	5,819,837.35	6,192,328.53	6,215,684.53	6,172,361.94	6,599,663.15	6,599,663.15	
							TEACHERS						
141 E	71200	117	000	0	----	---	6,327.98	6,000.00	4,001.00	4,000.32	4,000.00	4,000.00	
							CAREER LADDER PROGRAM						
141 E	71200	128	000	0	----	---	56,763.04	59,124.88	59,124.88	57,418.92	61,275.00	61,275.00	
							HOMEBOUND TEACHERS						
141 E	71200	163	000	0	----	---	1,957,024.93	2,113,215.17	2,269,187.17	2,109,831.16	2,346,717.14	2,346,717.14	
							AIDES						
141 E	71200	171	000	0	----	---	673,495.16	701,778.38	610,778.38	598,644.62	675,104.38	675,104.38	
							SPEECH PATHOLOGIST						
141 E	71200	185	000	0	----	---	136,945.00	0.00	196,379.00	196,378.00	0.00	0.00	
							Incentive Pay						
141 E	71200	189	000	0	----	---	184,255.86	206,953.74	206,953.74	193,782.21	211,389.70	211,389.70	
							OTHER SALARIES & WAGES						
141 E	71200	195	000	0	----	---	3,778.75	3,400.00	3,770.00	3,042.50	3,600.00	3,600.00	
							CERTIFIED SUBSTITUTE TEACHERS						
141 E	71200	198	000	0	----	---	14,767.50	14,200.00	30,770.00	25,990.00	26,000.00	26,000.00	
							NON-CERTIFIED SUBSTITUTE TEACH						
141 E	71200	199	000	0	----	---	54,937.50	57,000.00	54,000.00	50,096.16	57,000.00	57,000.00	
							OTHER PER DIEM & FEES						
141 E	71200	201	000	0	----	---	500,218.41	579,948.05	541,477.05	523,416.31	619,054.46	619,054.46	
							SOCIAL SECURITY						
141 E	71200	204	000	0	----	---	638,923.27	380,302.05	688,757.49	671,939.73	389,337.27	389,337.27	
							STATE RETIREMENT						
141 E	71200	206	000	0	----	---	4,871.42	6,823.82	5,987.10	4,996.50	7,191.74	7,191.74	
							LIFE INSURANCE						
141 E	71200	207	000	0	----	---	1,747,753.76	1,787,073.08	1,858,933.47	1,816,452.76	1,820,519.24	1,820,519.24	
							MEDICAL INSURANCE						
141 E	71200	208	000	0	----	---	24,160.09	34,582.17	31,519.17	26,993.59	36,446.73	36,446.73	
							DENTAL INSURANCE						
141 E	71200	210	000	0	----	---	2,629.00	20,309.00	20,109.00	2,230.00	21,404.00	21,404.00	
							UNEMPLOYMENT COMPENSATION						
141 E	71200	212	000	0	----	---	118,483.30	135,633.01	131,235.01	124,398.24	144,778.86	144,778.86	
							EMPLOYER MEDICARE LIABILITY						
141 E	71200	217	000	0	----	---	36,069.94	322,920.52	44,255.00	37,208.04	346,933.35	346,933.35	
							RET HYBRID STABILIZATION						
141 E	71200	312	000	0	----	---	35,936.25	66,000.00	86,000.00	84,221.80	66,000.00	66,000.00	
							CONTRACTS WITH PRIVATE AGENCIE						
141 E	71200	429	000	0	----	---	137,852.36	42,500.00	144,738.67	124,498.99	42,500.00	42,500.00	
							INSTRUCTIONAL SUPPLIES						





Fund T	Acct	Obj	Pri	Loc	Pty	Acct	2023-24		2024-25		2024-26	
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
72120						HEALTH SERVICES						
141	E	72120	105	000	0	HEALTH SERVICES	103,691.88	108,011.89	108,011.89	108,011.88	112,418.29	
141	E	72120	130	000	0	SUPERVISOR/DIRECTOR	175,131.65	170,269.20	183,179.20	173,641.72	188,185.94	
141	E	72120	131	000	0	SOCIAL WORKERS	685,407.46	686,554.53	729,884.53	680,322.87	702,495.09	
141	E	72120	161	000	0	MEDICAL PERSONNEL	30,891.90	25,620.88	25,820.88	24,647.57	26,739.54	
141	E	72120	185	000	0	SECRETARY(S)	13,490.00	0.00	18,151.00	18,151.00	0.00	
141	E	72120	189	000	0	Incentive Pay	103,994.29	107,607.96	115,107.96	109,670.51	117,962.11	
141	E	72120	199	000	0	OTHER SALARIES & WAGES	1,560.00	1,680.00	1,680.00	1,400.00	1,440.00	
141	E	72120	201	000	0	OTHER PER DIEM & FEES	62,771.39	68,184.15	70,894.15	62,926.31	71,252.94	
141	E	72120	204	000	0	SOCIAL SECURITY	80,819.95	77,765.16	87,355.16	80,409.30	86,943.98	
141	E	72120	206	000	0	STATE RETIREMENT	655.18	906.53	916.53	615.04	894.77	
141	E	72120	207	000	0	LIFE INSURANCE	266,149.79	276,732.22	278,917.49	265,436.85	279,285.08	
141	E	72120	208	000	0	MEDICAL INSURANCE	3,429.82	4,594.15	4,624.15	3,200.14	4,534.55	
141	E	72120	210	000	0	DENTAL INSURANCE	88.00	2,698.00	2,698.00	299.00	2,663.00	
141	E	72120	212	000	0	UNEMPLOYMENT COMPENSATION	14,694.75	15,946.30	16,936.30	14,716.24	16,664.00	
141	E	72120	217	000	0	EMPLOYER MEDICARE LIABILITY	3,762.90	0.00	4,590.00	3,895.16	0.00	
141	E	72120	355	000	0	RET HYBRID STABILIZATION	8,067.35	9,200.00	9,200.00	6,188.27	9,700.00	
141	E	72120	399	000	0	TRAVEL	19,582.50	20,000.00	20,000.00	20,107.50	20,000.00	
141	E	72120	413	000	0	OTHER CONTRACTED SERVICES	6,500.00	7,700.00	7,700.00	7,700.00	7,700.00	
141	E	72120	435	000	0	DRUGS AND MEDICAL SUPPLIES	275.74	0.00	0.00	0.00	0.00	
141	E	72120	499	000	0	OFFICE SUPPLIES	11,023.50	5,580.00	5,580.00	3,853.25	5,580.00	
141	E	72120	524	000	0	OTHER SUPPLIES AND MATERIALS	8,761.87	6,360.00	6,360.00	5,785.80	6,360.00	
141	E	72120	599	000	0	INSERVICE/STAFF DEVELOPMENT	951.25	1,000.00	1,000.00	520.88	1,000.00	
141	E	72120	---	---	---	OTHER CHARGES	1,601,701.17	1,596,410.97	1,698,607.24	1,591,499.29	1,661,819.29	
72130						OTHER STUDENT SUPPORT						
141	E	72130	117	000	0	OTHER STUDENT SUPPORT	3,000.24	3,000.00	3,000.00	3,000.24	3,000.00	
141	E	72130	123	000	0	CAREER LADDER PROGRAM	2,107,859.31	2,247,545.41	2,247,545.41	2,245,772.28	2,331,677.77	
141	E	72130	124	000	0	GUIDANCE PERSONNEL	94,278.94	117,967.33	117,967.33	116,760.21	122,047.00	
141	E	72130	130	000	0	PSYCHOLOGICAL PERSONNEL	95,824.60	213,590.31	192,000.31	185,665.15	228,173.47	
141	E	72130	135	000	0	SOCIAL WORKERS	13,035.60	14,235.59	14,235.59	12,929.64	13,660.00	
141	E	72130	185	000	0	ASSESSMENT PERSONNEL	19,075.00	0.00	27,895.00	27,895.00	0.00	
141	E	72130	189	000	0	Incentive Pay	99,532.80	103,896.00	103,896.00	103,896.00	107,524.80	
141	E	72130	201	000	0	OTHER SALARIES & WAGES	138,507.02	167,414.54	154,244.54	152,398.52	173,977.15	
141	E	72130	204	000	0	SOCIAL SECURITY	174,085.78	97,761.48	177,014.48	183,305.69	98,375.83	
141	E	72130	206	000	0	STATE RETIREMENT	983.19	1,338.96	1,338.96	1,030.79	1,338.96	
141	E	72130	206	000	0	LIFE INSURANCE						

PUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 141 G.P. (Date: 6/2025)

Fnd T Acct	Obj	Pri	Loc	Prq	Acct	2023-24		2024-25		2024-26	
						Actual	Original Budget	Revised Budget	Actual	Draft 3 Propos	
OTHER STUDENT SUPPORT											
72130											
141 E 72130	207	000	0			369,985.66	384,229.66	397,389.59	395,225.90	407,300.56	
					OTHER STUDENT SUPPORT						
141 E 72130	208	000	0			5,215.61	6,785.66	6,785.66	5,585.32	6,785.66	
					OTHER STUDENT SUPPORT						
141 E 72130	210	000	0			61.00	3,985.00	3,985.00	442.00	3,985.00	
					OTHER STUDENT SUPPORT						
141 E 72130	212	000	0			32,936.79	39,153.41	39,582.41	36,541.64	40,688.21	
					OTHER STUDENT SUPPORT						
141 E 72130	217	000	0			9,623.63	94,541.50	17,671.50	10,037.93	86,189.63	
					OTHER STUDENT SUPPORT						
141 E 72130	322	000	0			78,749.98	126,900.00	35,550.00	32,560.84	127,000.00	
					OTHER STUDENT SUPPORT						
141 E 72130	355	000	0			9,588.97	8,600.00	14,950.00	13,797.00	11,200.00	
					OTHER STUDENT SUPPORT						
141 E 72130	399	000	0			577,777.47	60,000.00	365,397.94	71,560.00	60,250.00	
					OTHER STUDENT SUPPORT						
141 E 72130	499	000	0			438.45	1,400.00	3,100.00	3,061.28	1,400.00	
					OTHER STUDENT SUPPORT						
141 E 72130	524	000	0			5,227.47	1,000.00	28,542.35	2,145.17	1,000.00	
					OTHER STUDENT SUPPORT						
141 E 72130	599	000	0			6,207.15	0.00	5,069.87	3,372.62	0.00	
					OTHER STUDENT SUPPORT						
141 E 72130						3,841,994.66	3,693,344.85	3,957,171.94	3,606,983.22	3,825,574.04	
					OTHER STUDENT SUPPORT						
REGULAR INSTRUCTION PROGRAM											
72210											
141 E 72210	105	000	0			544,479.36	665,427.32	665,427.32	665,427.36	690,062.06	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	117	000	0			8,711.85	8,000.00	8,000.00	7,000.56	7,000.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	129	000	0			1,199,275.09	1,234,758.75	1,239,458.75	1,239,343.44	1,339,921.25	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	162	000	0			167,870.47	231,968.67	248,968.67	236,751.15	269,168.17	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	163	000	0			34,505.28	0.00	42,000.29	34,133.84	0.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	185	000	0			28,105.00	0.00	43,022.00	43,022.00	0.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	189	000	0			719,161.66	1,083,537.45	1,102,613.45	1,085,796.43	1,089,493.23	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	201	000	0			156,334.27	199,790.52	194,336.52	190,272.82	210,451.57	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	204	000	0			185,741.77	168,615.13	225,904.13	219,531.07	174,381.23	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	206	000	0			1,050.92	1,536.25	1,594.25	1,211.88	1,575.17	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	207	000	0			380,081.89	479,145.58	463,801.12	455,068.56	470,006.31	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	208	000	0			5,432.99	7,785.51	7,791.51	6,768.86	7,982.73	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	210	000	0			461.00	4,572.18	4,572.18	496.00	4,688.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	212	000	0			36,766.56	46,892.14	49,747.14	45,092.41	49,385.44	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	217	000	0			3,007.91	53,329.92	10,905.92	5,148.24	45,691.70	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	355	000	0			11,447.55	13,500.00	29,000.00	23,298.47	26,900.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	399	000	0			21,733.37	724,840.64	592,640.64	547,855.63	9,000.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	432	000	0			74,105.77	88,000.00	99,200.00	96,561.30	88,000.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	435	000	0			2,887.34	0.00	0.00	0.00	0.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	499	000	0			53,590.90	25,540.00	76,376.62	51,273.53	27,900.00	
					REGULAR INSTRUCTION PROGRAM						
141 E 72210	524	000	0			44,001.77	48,470.00	68,470.00	52,593.63	59,470.00	
					REGULAR INSTRUCTION PROGRAM						

Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2024-25		2025-26	
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos		
72210	REGULAR INSTRUCTION PROGRAM													
141 E	72210	599	000	0	----	----	172,122.35	162,750.00	181,850.00	135,578.71	162,950.00			
141 E	72210	722	000	0	----	----	0.00	0.00	100,000.00	12,557.65	110,000.00			
141 E	72210	790	000	0	----	----	1,182.66	2,800.00	2,800.00	2,793.38	2,800.00			
141 E	72210	----	----	----	----	----	3,852,057.73	5,251,260.06	5,458,480.51	5,157,576.92	4,846,826.86			
72215	ALTERNATIVE INSTRUCTION PROGRA													
141 E	72215	105	000	0	----	----	145,813.39	86,373.54	92,388.22	92,137.20	95,648.58			
141 E	72215	117	000	0	----	----	1,000.08	1,000.00	0.00	0.00	0.00			
141 E	72215	161	000	0	----	----	41,584.08	43,610.84	43,610.84	41,791.00	22,169.42			
141 E	72215	185	000	0	----	----	1,500.00	0.00	1,400.00	1,400.00	0.00			
141 E	72215	201	000	0	----	----	11,561.68	8,121.03	8,580.54	8,255.33	7,304.72			
141 E	72215	204	000	0	----	----	13,678.91	3,181.77	10,631.77	10,429.21	1,720.35			
141 E	72215	206	000	0	----	----	72.96	100.80	100.80	53.21	67.20			
141 E	72215	207	000	0	----	----	6,225.60	0.00	0.00	0.00	0.00			
141 E	72215	208	000	0	----	----	251.22	510.84	510.84	0.00	340.56			
141 E	72215	210	000	0	----	----	29.00	300.00	300.00	33.00	200.00			
141 E	72215	212	000	0	----	----	2,703.95	1,899.27	2,026.33	1,930.76	1,708.36			
141 E	72215	217	000	0	----	----	556.10	7,773.62	961.94	923.92	8,608.37			
141 E	72215	----	----	----	----	----	224,976.97	152,871.71	160,511.28	156,953.63	137,767.56			
72220	SPECIAL EDUCATION PROGRAM													
141 E	72220	105	000	0	----	----	92,534.40	95,904.00	95,904.00	95,904.00	100,137.60			
141 E	72220	117	000	0	----	----	2,000.16	2,000.00	1,775.00	1,000.08	1,000.00			
141 E	72220	124	000	0	----	----	384,217.89	471,868.58	483,868.58	472,836.02	488,188.00			
141 E	72220	131	000	0	----	----	406,791.48	419,216.67	457,216.67	433,026.29	465,499.41			
141 E	72220	135	000	0	----	----	117,320.64	128,120.61	116,620.61	116,367.48	122,940.00			
141 E	72220	161	000	0	----	----	58,541.08	61,342.55	61,567.55	59,008.32	63,924.93			
141 E	72220	185	000	0	----	----	12,465.00	0.00	18,711.00	18,711.00	0.00			
141 E	72220	189	000	0	----	----	390,022.21	429,938.97	584,576.97	556,075.73	737,515.93			
141 E	72220	199	000	0	----	----	2,400.00	2,400.00	2,400.00	2,140.00	2,160.00			
141 E	72220	201	000	0	----	----	83,109.38	99,869.07	104,062.07	98,711.40	122,844.68			
141 E	72220	204	000	0	----	----	102,896.61	81,488.63	127,920.63	117,984.43	101,931.29			

Fnd T Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2025-26	
						Actual	Original_Budg	Revised	Budget	Actual	Draft 3 Propos
SPECIAL EDUCATION PROGRAM											
141 E 72220	206	000	0	----	----	558.39	797.33	797.33	797.33	620.01	992.21
					SPECIAL EDUCATION PROGRAM						
141 E 72220	207	000	0	----	----	226,647.75	262,034.35	270,307.30	270,307.30	265,662.23	312,900.32
					SPECIAL EDUCATION PROGRAM						
141 E 72220	208	000	0	----	----	3,072.72	3,870.46	3,870.46	3,870.46	3,598.56	5,028.37
					SPECIAL EDUCATION PROGRAM						
141 E 72220	210	000	0	----	----	305.00	2,273.00	2,273.00	2,273.00	252.00	2,953.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	212	000	0	----	----	19,805.92	23,356.47	25,135.47	25,135.47	23,761.93	28,729.81
					SPECIAL EDUCATION PROGRAM						
141 E 72220	217	000	0	----	----	2,968.48	31,694.75	3,744.75	3,744.75	3,636.82	32,991.75
					SPECIAL EDUCATION PROGRAM						
141 E 72220	307	000	0	----	----	917.86	2,750.00	2,750.00	2,750.00	835.49	2,750.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	312	000	0	----	----	18,325.59	60,000.00	34,000.00	34,000.00	28,857.03	60,000.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	355	000	0	----	----	35,020.54	33,875.00	33,875.00	33,875.00	31,766.48	33,875.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	399	000	0	----	----	12,802.64	33,300.00	46,300.00	46,300.00	37,139.96	33,300.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	499	000	0	----	----	25,346.77	32,100.00	32,100.00	32,100.00	31,867.60	32,100.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	524	000	0	----	----	65,532.71	29,600.00	43,790.00	43,790.00	43,084.44	29,600.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	599	000	0	----	----	2,664.53	21,350.00	3,350.00	3,350.00	2,824.72	21,350.00
					SPECIAL EDUCATION PROGRAM						
141 E 72220	790	000	0	----	----	528.18	2,800.00	2,800.00	2,800.00	2,591.91	2,800.00
					SPECIAL EDUCATION PROGRAM						
TOTAL						2,066,795.93	2,331,950.44	2,559,716.39	2,448,263.93	2,448,263.93	2,805,512.30
VOCATIONAL EDUCATION PROGRAM											
141 E 72230	105	000	0	----	----	95,644.80	99,900.00	99,900.00	99,900.00	97,502.40	100,958.40
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	162	000	0	----	----	0.00	0.00	37,267.43	37,267.43	22,536.89	12,782.37
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	185	000	0	----	----	500.00	0.00	1,050.00	1,050.00	1,050.00	0.00
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	201	000	0	----	----	5,705.24	6,193.80	8,808.68	8,808.68	7,264.04	7,051.93
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	204	000	0	----	----	6,547.43	6,353.64	9,630.60	9,630.60	8,091.34	6,817.21
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	206	000	0	----	----	30.48	33.60	57.88	57.88	44.97	42.00
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	207	000	0	----	----	16,176.00	16,882.29	32,151.20	32,151.20	25,145.20	22,519.92
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	208	000	0	----	----	168.18	170.28	328.60	328.60	256.25	212.85
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	210	000	0	----	----	15.00	100.00	100.00	100.00	11.00	125.00
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	212	000	0	----	----	1,334.30	1,448.55	2,061.07	2,061.07	1,698.76	1,649.24
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	355	000	0	----	----	1,261.05	1,000.00	1,074.39	1,074.39	1,074.03	1,000.00
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	399	000	0	----	----	456.86	500.00	380.00	380.00	150.00	500.00
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	499	000	0	----	----	4,718.30	4,500.00	5,458.04	5,458.04	5,458.04	4,500.00
					VOCATIONAL EDUCATION PROGRAM						
141 E 72230	524	000	0	----	----	5,130.06	5,500.00	7,425.61	7,425.61	11,728.48	5,500.00
					VOCATIONAL EDUCATION PROGRAM						
TOTAL						137,687.70	142,582.16	205,693.50	182,011.40	182,011.40	163,658.92





Fnd T	Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2025-26	
							Actual	Original Budget	Revised Budget	Actual	Draft_3 Propos	
72320						DIRECTOR OF SCHOOLS						
141 E	72320	101	000	0	----	DIRECTOR OF SCHOOLS	144,999.96	145,000.00	150,000.00	150,000.00	150,000.00	150,000.00
						Incentive Pay	500.00	0.00	700.00	700.00	700.00	0.00
141 E	72320	185	000	0	----	DIRECTOR OF SCHOOLS	0.00	0.00	1,000.00	1,000.00	1,000.00	0.00
						OTHER SALARIES & WAGES	8,641.24	8,990.00	9,040.00	9,005.28	9,005.28	9,300.00
141 E	72320	189	000	0	----	DIRECTOR OF SCHOOLS	9,908.54	9,222.00	9,872.00	9,648.12	9,648.12	8,655.00
						STATE RETIREMENT	30.48	33.60	30.60	30.48	30.48	33.60
141 E	72320	204	000	0	----	DIRECTOR OF SCHOOLS	16,176.00	16,882.29	17,006.40	17,006.40	17,006.40	18,540.67
						LIFE INSURANCE	168.18	170.28	173.28	173.28	173.28	170.28
141 E	72320	206	000	0	----	DIRECTOR OF SCHOOLS	15.00	100.00	100.00	11.00	11.00	100.00
						MEDICAL INSURANCE	2,020.97	2,102.50	2,112.50	2,106.06	2,106.06	2,175.00
141 E	72320	210	000	0	----	DIRECTOR OF SCHOOLS	0.00	160,000.00	160,000.00	82,531.35	160,000.00	160,000.00
						DENTAL INSURANCE	2,274.71	3,000.00	3,000.00	1,536.84	3,000.00	3,000.00
141 E	72320	212	000	0	----	DIRECTOR OF SCHOOLS	0.00	1,400.00	1,400.00	0.00	1,400.00	1,400.00
						UNEMPLOYMENT COMPENSATION	1,408.60	3,000.00	3,000.00	1,757.11	3,000.00	3,000.00
141 E	72320	307	000	0	----	DIRECTOR OF SCHOOLS						
						EMPLOYER MEDICARE LIABILITY						
141 E	72320	355	000	0	----	DIRECTOR OF SCHOOLS						
						COMMUNICATION						
141 E	72320	435	000	0	----	DIRECTOR OF SCHOOLS						
						TRAVEL						
141 E	72320	599	000	0	----	DIRECTOR OF SCHOOLS						
						OFFICE SUPPLIES						
						OTHER CHARGES						
141 E	72320	---	---	---	----	DIRECTOR OF SCHOOLS	186,143.68	349,900.67	357,434.78	275,505.92	356,374.55	
72410						OFFICE OF THE PRINCIPAL						
141 E	72410	104	000	0	----	OFFICE OF THE PRINCIPAL	1,766,451.72	1,796,418.16	1,891,719.45	1,839,572.52	1,907,813.26	
						PRINCIPALS	10,000.80	10,000.00	10,000.00	8,000.64	8,000.00	
141 E	72410	117	000	0	----	OFFICE OF THE PRINCIPAL	795,414.82	823,888.52	838,888.52	803,485.05	888,162.72	
						CAREER LADDER PROGRAM	2,048,575.43	2,146,863.41	2,311,203.75	2,306,487.87	2,367,021.59	
141 E	72410	119	000	0	----	OFFICE OF THE PRINCIPAL	1,363,243.91	1,418,461.88	1,418,461.88	1,353,207.34	1,523,555.99	
						ACCOUNTANTS/BOOKKEEPERS	14,190.52	0.00	17,250.00	0.00	0.00	
141 E	72410	139	000	0	----	OFFICE OF THE PRINCIPAL	51,250.00	0.00	72,800.00	72,800.00	0.00	
						ASSISTANT PRINCIPALS	0.00	758,086.56	805,086.56	768,578.78	824,410.00	
141 E	72410	161	000	0	----	OFFICE OF THE PRINCIPAL	348,507.23	431,130.55	418,190.23	407,119.52	466,175.74	
						SECRETARY(S)	424,447.26	431,799.77	477,252.50	464,431.86	471,245.21	
141 E	72410	162	000	0	----	OFFICE OF THE PRINCIPAL	2,777.38	3,444.00	3,454.00	2,700.20	3,544.80	
						CLERICAL PERSONNEL	1,088,873.12	1,171,361.35	1,160,651.20	1,132,453.00	1,208,229.55	
141 E	72410	185	000	0	----	OFFICE OF THE PRINCIPAL	14,047.64	17,453.70	17,503.70	15,044.68	17,964.54	
						INCENTIVE PAY	1,458.00	10,250.00	10,250.00	1,137.00	10,550.00	
141 E	72410	189	000	0	----	OFFICE OF THE PRINCIPAL	81,505.23	100,828.92	105,530.00	96,376.91	109,024.97	
						OTHER SALARIES & WAGES	4,787.73	39,865.05	10,550.95	6,528.87	42,111.19	
141 E	72410	201	000	0	----	OFFICE OF THE PRINCIPAL	0.00	210,000.00	206,500.00	157,880.00	210,000.00	
						SOCIAL SECURITY	0.00	1,085.00	1,085.00	0.00	1,085.00	
141 E	72410	204	000	0	----	OFFICE OF THE PRINCIPAL						
						STATE RETIREMENT						
141 E	72410	206	000	0	----	OFFICE OF THE PRINCIPAL						
						LIFE INSURANCE						
141 E	72410	207	000	0	----	OFFICE OF THE PRINCIPAL						
						MEDICAL INSURANCE						
141 E	72410	208	000	0	----	OFFICE OF THE PRINCIPAL						
						DENTAL INSURANCE						
141 E	72410	210	000	0	----	OFFICE OF THE PRINCIPAL						
						UNEMPLOYMENT COMPENSATION						
141 E	72410	212	000	0	----	OFFICE OF THE PRINCIPAL						
						EMPLOYER MEDICARE LIABILITY						
141 E	72410	217	000	0	----	OFFICE OF THE PRINCIPAL						
						RET HYBRID STABILIZATION						
141 E	72410	307	000	0	----	OFFICE OF THE PRINCIPAL						
						COMMUNICATION						
141 E	72410	320	000	0	----	OFFICE OF THE PRINCIPAL						
						DUES AND MEMBERSHIPS						

Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-26	
							Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
72410							OFFICE OF THE PRINCIPAL					
141 E	72410	348	000	0	----	----	10,000.00	14,500.00	14,500.00	13,775.00	14,500.00	
							2,206.25	2,000.00	5,500.00	3,457.72	3,000.00	
141 E	72410	599	000	0	----	----	209,000.00	114,500.00	114,500.00	114,507.00	114,500.00	
141 E	72410	---	---	---	----	----	8,236,737.04	9,501,936.87	9,910,877.74	9,567,543.96	10,190,894.56	
72510							FISCAL SERVICES					
141 E	72510	105	000	0	----	----	188,376.00	190,300.00	196,500.00	188,254.08	202,990.33	
141 E	72510	119	000	0	----	----	309,137.16	319,616.68	322,616.68	308,649.19	333,244.14	
141 E	72510	122	000	0	----	----	59,541.65	62,501.99	62,501.99	59,433.80	65,093.62	
141 E	72510	162	000	0	----	----	46,744.77	43,800.77	50,800.77	48,532.79	45,644.92	
141 E	72510	185	000	0	----	----	5,500.00	0.00	7,000.00	7,000.00	0.00	
141 E	72510	189	000	0	----	----	118,310.40	123,093.06	88,093.06	81,243.87	55,854.38	
141 E	72510	201	000	0	----	----	40,828.90	45,837.37	41,767.37	39,111.58	43,575.30	
141 E	72510	204	000	0	----	----	51,877.60	52,860.84	53,410.84	48,913.39	54,539.40	
141 E	72510	206	000	0	----	----	283.68	369.60	369.60	266.23	336.00	
141 E	72510	207	000	0	----	----	144,004.80	157,317.17	144,355.20	137,434.20	132,014.69	
141 E	72510	208	000	0	----	----	1,682.40	1,873.08	1,873.08	1,544.65	1,702.80	
141 E	72510	210	000	0	----	----	158.00	1,100.00	1,100.00	122.00	1,000.00	
141 E	72510	212	000	0	----	----	9,548.76	10,720.03	10,820.03	9,147.19	10,191.00	
141 E	72510	355	000	0	----	----	1,537.17	2,000.00	2,000.00	1,437.11	2,000.00	
141 E	72510	399	000	0	----	----	141,662.28	142,000.00	150,000.00	148,914.70	142,000.00	
141 E	72510	435	000	0	----	----	15,559.08	18,000.00	18,700.00	21,531.51	18,000.00	
141 E	72510	524	000	0	----	----	2,886.59	3,500.00	2,500.00	1,418.90	3,500.00	
141 E	72510	599	000	0	----	----	5,864.12	8,000.00	5,800.00	3,107.89	8,000.00	
141 E	72510	701	000	0	----	----	0.00	4,500.00	2,500.00	1,877.24	4,500.00	
141 E	72510	---	---	---	----	----	1,143,503.36	1,187,390.59	1,162,708.62	1,107,940.32	1,124,186.58	
72520							HUMAN SERVICES/PERSONNEL					
141 E	72520	105	000	0	----	----	106,686.96	107,437.00	110,937.00	106,282.08	114,691.12	
141 E	72520	185	000	0	----	----	1,500.00	0.00	2,100.00	2,100.00	0.00	
141 E	72520	189	000	0	----	----	108,222.48	113,517.01	114,017.01	109,232.85	118,500.38	
141 E	72520	201	000	0	----	----	11,989.78	13,699.15	13,819.15	12,088.90	14,457.87	



End T	Acct	Obj	Prj	Loc	Prg	Acct	2023-24	2024-25	2024-25	2024-25	2024-25	2025-26
							Actual	Original Budget	Revised Budget	Actual	Draft	Propos
72620						MAINTENANCE OF PLANT						
141 E	72620	185	000	0	----	MAINTENANCE OF PLANT	11,500.00	0.00	17,500.00	17,500.00	0.00	0.00
141 E	72620	201	000	0	----	MAINTENANCE OF PLANT	69,293.74	77,157.06	78,202.06	74,233.46	86,149.03	86,149.03
141 E	72620	204	000	0	----	MAINTENANCE OF PLANT	83,648.45	88,979.51	94,431.51	89,859.52	107,825.24	107,825.24
141 E	72620	206	000	0	----	MAINTENANCE OF PLANT	568.92	772.80	772.80	572.04	840.00	840.00
141 E	72620	207	000	0	----	MAINTENANCE OF PLANT	169,681.36	134,804.47	177,964.80	170,484.76	102,222.14	102,222.14
141 E	72620	208	000	0	----	MAINTENANCE OF PLANT	2,796.35	3,916.44	3,916.44	3,111.84	4,257.00	4,257.00
141 E	72620	210	000	0	----	MAINTENANCE OF PLANT	317.00	2,300.00	2,300.00	255.00	2,500.00	2,500.00
141 E	72620	212	000	0	----	MAINTENANCE OF PLANT	16,205.90	18,044.80	18,289.80	17,361.00	20,147.76	20,147.76
141 E	72620	399	000	0	----	MAINTENANCE OF PLANT	1,045,595.77	600,000.00	2,042,565.00	1,122,289.05	775,000.00	775,000.00
141 E	72620	499	000	0	----	MAINTENANCE OF PLANT	746,542.12	600,000.00	900,000.00	739,999.27	775,000.00	775,000.00
141 E	72620	717	000	0	----	MAINTENANCE OF PLANT	45,362.20	30,000.00	51,555.00	51,554.00	30,000.00	30,000.00
141 E	72620	799	000	0	----	MAINTENANCE OF PLANT	512,205.65	0.00	476,640.00	476,639.55	0.00	0.00
141 E	72620	----	----	----	----	MAINTENANCE OF PLANT	3,866,495.37	2,800,443.79	5,162,106.12	4,003,490.05	3,293,441.69	3,293,441.69
72710						TRANSPORTATION						
141 E	72710	105	000	0	----	TRANSPORTATION	75,431.04	77,305.00	80,305.00	76,474.08	83,252.99	83,252.99
141 E	72710	142	000	0	----	TRANSPORTATION	167,566.42	187,634.79	216,734.79	194,972.99	157,968.49	157,968.49
141 E	72710	146	000	0	----	TRANSPORTATION	2,072,442.93	2,020,459.20	2,254,659.20	2,116,282.30	2,091,658.57	2,091,658.57
141 E	72710	162	000	0	----	TRANSPORTATION	28,849.68	28,761.89	32,061.89	29,135.11	31,499.40	31,499.40
141 E	72710	169	000	0	----	TRANSPORTATION	27,246.85	0.00	0.00	0.00	0.00	0.00
141 E	72710	185	000	0	----	TRANSPORTATION	49,750.00	0.00	74,900.00	74,900.00	0.00	0.00
141 E	72710	189	000	0	----	TRANSPORTATION	581,658.68	623,721.99	791,421.99	734,829.96	766,301.66	766,301.66
141 E	72710	201	000	0	----	TRANSPORTATION	171,199.59	182,157.85	197,129.85	183,596.33	194,111.34	194,111.34
141 E	72710	204	000	0	----	TRANSPORTATION	214,034.74	210,050.58	242,231.58	226,796.25	242,215.48	242,215.48
141 E	72710	206	000	0	----	TRANSPORTATION	1,689.90	3,696.00	3,696.00	1,683.83	3,796.80	3,796.80
141 E	72710	207	000	0	----	TRANSPORTATION	530,902.64	549,071.69	576,991.20	550,663.67	555,112.32	555,112.32
141 E	72710	208	000	0	----	TRANSPORTATION	8,627.70	18,730.80	13,130.80	9,598.15	19,241.64	19,241.64
141 E	72710	210	000	0	----	TRANSPORTATION	959.00	11,000.00	11,000.00	909.00	11,300.00	11,300.00
141 E	72710	212	000	0	----	TRANSPORTATION	40,609.04	42,599.17	47,038.17	43,608.36	45,394.75	45,394.75
141 E	72710	313	000	0	----	TRANSPORTATION	3,101.66	2,000.00	2,000.00	0.00	2,000.00	2,000.00
141 E	72710	329	000	0	----	TRANSPORTATION	1,785.18	4,500.00	4,500.00	1,755.56	4,500.00	4,500.00
141 E	72710	338	000	0	----	TRANSPORTATION	0.00	0.00	33,430.40	0.00	0.00	0.00
141 E	72710	355	000	0	----	TRANSPORTATION	4,945.49	3,000.00	3,000.00	1,128.42	3,000.00	3,000.00
141 E	72710	399	000	0	----	TRANSPORTATION	75,793.54	75,000.00	75,000.00	66,541.43	75,000.00	75,000.00
141 E	72710	412	000	0	----	TRANSPORTATION	296,318.43	420,000.00	277,200.00	287,086.83	275,000.00	275,000.00

Fnd T Acct	Obj	Prj	Loc	Frg	Acct	2023-24		2024-25		2024-25		2025-26	
						Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos		
72710					TRANSPORTATION								
141 E 72710	425	000	0	----	TRANSPORTATION	82,131.15	100,000.00	85,000.00	90,204.00	80,000.00			
141 E 72710	433	000	0	----	TRANSPORTATION	13,047.18	20,000.00	20,000.00	15,162.33	20,000.00			
141 E 72710	450	000	0	----	TRANSPORTATION	37,694.03	35,000.00	75,000.00	25,625.91	35,000.00			
141 E 72710	453	000	0	----	TRANSPORTATION	132,457.84	195,000.00	195,000.00	151,800.49	195,000.00			
141 E 72710	499	000	0	----	TRANSPORTATION	3,761.08	4,600.00	4,600.00	3,431.33	4,600.00			
141 E 72710	599	000	0	----	TRANSPORTATION	7,072.59	7,900.00	7,900.00	7,749.79	7,900.00			
141 E 72710	729	000	0	----	TRANSPORTATION	1,596,727.95	0.00	185,000.00	59,775.00	653,000.00			
141 E 72710	----	----	----	----	TRANSPORTATION	6,225,804.33	4,822,188.96	5,508,930.87	4,953,711.12	5,556,853.44			
73100					FOOD SERVICE								
141 E 73100	105	000	0	----	FOOD SERVICE	100,214.86	91,160.00	113,010.00	90,180.24	97,258.36			
141 E 73100	119	000	0	----	FOOD SERVICE	51,771.12	54,385.96	54,735.96	52,334.79	56,736.41			
141 E 73100	162	000	0	----	FOOD SERVICE	194,852.07	219,841.24	252,841.24	231,637.76	289,304.97			
141 E 73100	165	000	0	----	FOOD SERVICE	32,471.60	0.00	30,000.00	0.00	0.00			
141 E 73100	167	000	0	----	FOOD SERVICE	116,633.04	0.00	0.00	0.00	0.00			
141 E 73100	185	000	0	----	FOOD SERVICE	50,750.00	0.00	75,600.00	75,600.00	0.00			
141 E 73100	189	000	0	----	FOOD SERVICE	0.00	121,633.03	127,133.03	117,038.05	126,747.33			
141 E 73100	199	000	0	----	FOOD SERVICE	1,120.00	1,200.00	1,300.00	1,220.00	1,440.00			
141 E 73100	201	000	0	----	FOOD SERVICE	31,905.53	30,269.65	37,894.65	32,697.57	35,432.20			
141 E 73100	204	000	0	----	FOOD SERVICE	37,502.20	34,907.75	45,501.75	39,111.10	44,347.40			
141 E 73100	206	000	0	----	FOOD SERVICE	197.96	268.80	268.80	200.79	302.40			
141 E 73100	207	000	0	----	FOOD SERVICE	83,129.60	77,629.66	97,875.20	92,539.60	89,427.07			
141 E 73100	208	000	0	----	FOOD SERVICE	1,290.56	1,362.24	1,412.24	1,321.55	1,532.52			
141 E 73100	210	000	0	----	FOOD SERVICE	101.00	800.00	800.00	89.00	900.00			
141 E 73100	212	000	0	----	FOOD SERVICE	7,465.92	7,079.19	8,940.19	7,652.03	8,286.56			
141 E 73100	422	000	0	----	FOOD SERVICE	9,945.77	0.00	20,000.00	6,717.01	0.00			
141 E 73100	----	----	----	----	FOOD SERVICE	719,351.23	640,537.52	867,313.06	748,339.49	751,715.22			
73300					COMMUNITY SERVICES								
141 E 73300	105	000	0	----	COMMUNITY SERVICES	67,422.96	0.00	71,000.00	69,884.16	0.00			
141 E 73300	116	000	0	----	COMMUNITY SERVICES	292,395.75	0.00	333,000.00	291,957.50	0.00			
141 E 73300	162	000	0	----	COMMUNITY SERVICES	36,059.03	0.00	39,000.00	36,488.16	0.00			

Fnd T Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2025-26	
						Actual	Original Budget	Revised Budget	Actual	Draft 3 Propos	
73300					COMMUNITY SERVICES						
141 E 73300	163	000	0	0	COMMUNITY SERVICES	66,508.50	0.00	79,560.00	73,666.62	0.00	0.00
141 E 73300	185	000	0	0	COMMUNITY SERVICES	11,175.00	0.00	14,295.00	14,295.00	0.00	0.00
141 E 73300	189	000	0	0	COMMUNITY SERVICES	110,051.70	26,041.29	122,241.29	114,421.65	29,823.97	0.00
141 E 73300	199	000	0	0	COMMUNITY SERVICES	192.00	0.00	240.00	192.00	0.00	0.00
141 E 73300	201	000	0	0	COMMUNITY SERVICES	33,503.09	1,614.56	40,365.24	34,496.58	1,849.09	0.00
141 E 73300	204	000	0	0	COMMUNITY SERVICES	35,103.34	1,861.95	38,896.91	35,335.00	2,314.34	0.00
141 E 73300	206	000	0	0	COMMUNITY SERVICES	51.96	11.76	66.24	50.81	11.76	0.00
141 E 73300	207	000	0	0	COMMUNITY SERVICES	28,668.32	3,749.80	30,026.16	25,269.20	4,000.68	0.00
141 E 73300	208	000	0	0	COMMUNITY SERVICES	328.08	59.60	412.16	329.47	59.60	0.00
141 E 73300	210	000	0	0	COMMUNITY SERVICES	0.00	35.00	35.00	0.00	35.00	0.00
141 E 73300	212	000	0	0	COMMUNITY SERVICES	7,982.86	377.60	9,431.00	8,216.33	432.45	0.00
141 E 73300	217	000	0	0	COMMUNITY SERVICES	1,092.62	0.00	3,330.00	1,188.20	0.00	0.00
141 E 73300	355	000	0	0	COMMUNITY SERVICES	2,833.28	3,000.00	3,500.00	2,288.15	3,000.00	0.00
141 E 73300	422	000	0	0	COMMUNITY SERVICES	199.78	0.00	680.00	569.51	0.00	0.00
141 E 73300	429	000	0	0	COMMUNITY SERVICES	0.00	0.00	19,250.00	15,959.96	0.00	0.00
141 E 73300	499	000	0	0	COMMUNITY SERVICES	5,840.88	1,000.00	6,800.00	6,463.98	1,000.00	0.00
141 E 73300	524	000	0	0	COMMUNITY SERVICES	0.00	0.00	1,786.40	1,786.40	0.00	0.00
141 E 73300	599	000	0	0	COMMUNITY SERVICES	3,185.27	0.00	4,000.01	1,824.20	0.00	0.00
141 E 73300	790	000	0	0	COMMUNITY SERVICES	415.97	0.00	419.99	419.99	0.00	0.00
141 E 73300	---	---	---	---	COMMUNITY SERVICES	703,010.39	37,751.56	818,335.40	735,102.87	42,526.89	0.00
73400					EARLY CHILDHOOD EDUCATION						
141 E 73400	105	000	0	0	EARLY CHILDHOOD EDUCATION	48,346.68	50,409.48	50,409.48	50,409.48	52,105.14	0.00
141 E 73400	116	000	0	0	EARLY CHILDHOOD EDUCATION	868,183.31	945,347.43	918,847.43	913,158.43	910,347.43	0.00
141 E 73400	162	000	0	0	EARLY CHILDHOOD EDUCATION	28,547.72	29,329.34	30,129.34	28,781.26	31,764.01	0.00
141 E 73400	163	000	0	0	EARLY CHILDHOOD EDUCATION	486,594.21	488,830.06	523,330.06	502,112.26	542,663.57	0.00
141 E 73400	185	000	0	0	EARLY CHILDHOOD EDUCATION	17,500.00	0.00	23,800.00	23,800.00	0.00	0.00
141 E 73400	201	000	0	0	EARLY CHILDHOOD EDUCATION	82,879.67	93,862.82	88,472.82	86,593.40	95,286.57	0.00
141 E 73400	204	000	0	0	EARLY CHILDHOOD EDUCATION	103,502.18	70,849.06	108,529.06	106,430.60	72,952.59	0.00
141 E 73400	206	000	0	0	EARLY CHILDHOOD EDUCATION	896.41	1,192.80	1,192.80	883.67	1,192.80	0.00
141 E 73400	207	000	0	0	EARLY CHILDHOOD EDUCATION	293,236.18	335,834.00	320,923.99	313,469.60	349,303.49	0.00
141 E 73400	208	000	0	0	EARLY CHILDHOOD EDUCATION	4,421.41	6,044.94	6,044.94	4,525.85	6,044.94	0.00
141 E 73400	210	000	0	0	EARLY CHILDHOOD EDUCATION	0.00	3,550.00	3,550.00	0.00	3,550.00	0.00
141 E 73400	212	000	0	0	EARLY CHILDHOOD EDUCATION	19,419.00	21,951.78	22,281.78	20,284.26	22,284.76	0.00
141 E 73400	217	000	0	0	EARLY CHILDHOOD EDUCATION	4,576.81	41,787.00	5,957.00	4,860.56	37,845.00	0.00

Fnd T Acct	Obj	Prj	Loc	Prp	Acct	2023-24		2024-25		2025-26		
						Actual	Original Budget	Revised Budget	Actual	Draft 3 Propos		
73400	EARLY CHILDHOOD EDUCATION											
141 E 73400	355	000	0	0	---	6.58	500.00	500.00	461.58	500.00	500.00	
141 E 73400	399	000	0	0	---	93,003.98	87,000.00	87,000.00	97,319.55	87,000.00	87,000.00	
141 E 73400	422	000	0	0	---	825.69	1,000.00	1,000.00	481.08	1,000.00	1,000.00	
141 E 73400	429	000	0	0	---	8,257.70	15,000.00	15,000.00	8,832.24	15,000.00	15,000.00	
141 E 73400	499	000	0	0	---	20,364.84	5,000.00	5,000.00	4,041.86	5,000.00	5,000.00	
141 E 73400	524	000	0	0	---	869.84	1,200.00	1,200.00	555.00	1,200.00	1,200.00	
141 E 73400	599	000	0	0	---	1,452.19	1,600.00	1,600.00	0.00	1,600.00	1,600.00	
141 E 73400	790	000	0	0	---	185.98	1,000.00	1,000.00	0.00	1,000.00	1,000.00	
141 E 73400	EARLY CHILDHOOD EDUCATION						2,083,070.38	2,201,288.71	2,215,768.70	2,167,000.68	2,237,640.30	
76100	REGULAR CAPITAL OUTLAY											
141 E 76100	399	000	0	0	---	268,412.53	0.00	59,444.06	20,574.31	0.00	0.00	
141 E 76100	599	000	0	0	---	0.00	0.00	500,000.00	267,873.74	0.00	0.00	
141 E 76100	706	000	0	0	---	95,035.84	0.00	818,742.94	660,440.99	0.00	0.00	
141 E 76100	711	000	0	0	---	834,347.67	0.00	0.00	11,716.25	0.00	0.00	
141 E 76100	715	000	0	0	---	0.00	0.00	281,750.00	276,750.00	0.00	0.00	
141 E 76100	799	000	0	0	---	456,138.40	1,100,000.00	150,000.00	142,829.68	0.00	0.00	
141 E 76100	REGULAR CAPITAL OUTLAY						1,653,934.44	1,100,000.00	1,809,937.00	1,380,184.97	0.00	
99100	TRANSFERS OUT											
141 E 99100	590	000	0	0	---	0.00	0.00	57,119.99	55,402.37	0.00	0.00	
141 E 99100	TRANSFERS OUT						0.00	0.00	57,119.99	55,402.37	0.00	
141 E	Expense						121,958,593.76	123,456,631.06	134,349,983.08	125,065,042.15	128,981,816.17	

End T Acct	Obj	Prj	Loc	Prg	Acct	2023-24	2024-25	2024-25	2024-25	2024-25	2025-26
						Actual	Original Budget	Revised Budget	Actual	Draft 3	Propos
Grand Revenue Totals						124,571,445.98	122,185,957.47	130,330,319.85	114,607,677.63	127,263,220.61	
Grand Expense Totals						121,968,593.76	123,456,631.06	134,349,983.08	125,065,042.15	128,981,816.17	
Grand Totals						2,612,852.22	1,270,673.59	4,019,663.23	10,457,364.52	1,718,595.56	
						Profit	Loss	Loss	Loss	Loss	Loss

Number of Accounts: 2521

\*\*\*\*\* End of report \*\*\*\*\*

**Fund Balance Analysis  
Putnam County Schools  
Fund 141 (GPS)**

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Fund Balance 7/1	9,842,717	12,459,689	12,174,162	17,305,428	18,584,907	23,497,541	22,696,568
Add: Revenue	94,741,083	98,485,619	101,796,289	107,710,009	127,561,619	129,414,823 (Estimate)	127,263,221 (Draft #3)
Less: Expenditures	92,124,111	98,771,146	96,665,023	106,430,530	122,648,985	130,215,796 (Estimate)	128,981,816 (Draft #3)
Fund Balance 6/30	12,459,689	12,174,162	17,305,428	18,584,907	23,497,541	22,696,568 (Estimate)	20,977,972 (Draft #3)

**Putnam County, Tennessee  
Schools Federal Projects Budget  
Fund 142  
For Fiscal Year  
July 1, 2025 to June 30, 2026**

Fnd T	Acct	Obj	Pri	Loc	Frg	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
011												
47141												
142 R	47141	000	011	0	---	---	283,337.78	254,973.00	284,473.00	206,291.95	283,839.00	
142 R	47141	---	011	---	---	---	283,337.78	254,973.00	284,473.00	206,291.95	283,839.00	
47146												
142 R	47146	000	011	0	---	---	1,945.50	2,100.00	2,300.00	1,701.42	2,300.00	
142 R	47146	---	011	---	---	---	1,945.50	2,100.00	2,300.00	1,701.42	2,300.00	
47189												
142 R	47189	000	011	0	---	---	68,246.93	100,000.00	100,950.00	79,868.81	101,000.00	
142 R	47189	---	011	---	---	---	68,246.93	100,000.00	100,950.00	79,868.81	101,000.00	
47590												
142 R	47590	000	011	0	---	---	5,634.48	5,600.00	5,100.00	4,393.95	5,100.00	
142 R	47590	---	011	---	---	---	5,634.48	5,600.00	5,100.00	4,393.95	5,100.00	
142 R	---	---	011	---	---	---	359,164.69	362,673.00	392,823.00	292,256.13	392,239.00	
72210												
142 E	72210	105	011	0	---	---	104,502.00	105,100.00	110,100.00	99,694.10	107,500.00	
142 E	72210	161	011	0	---	---	87,287.20	87,000.00	102,000.00	86,418.84	100,000.00	
142 E	72210	189	011	0	---	---	69,363.84	73,578.00	76,550.00	71,586.28	77,300.00	
142 E	72210	201	011	0	---	---	15,044.45	16,400.00	19,005.00	15,053.91	17,500.00	
142 E	72210	204	011	0	---	---	18,151.31	17,375.00	21,650.00	17,150.19	22,950.00	
142 E	72210	206	011	0	---	---	68.48	65.00	65.00	54.00	65.00	



PUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 142 FED PROJECTS (Date: 5/2025)

Fnd T	Acct	Obj	Pri	Loc	Prq	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
101				TITLE I								
47141				ESEA TITLE I								
142 R	47141	000	101	0-----	----	ESEA TITLE I	3,683,034.34	3,374,873.03	3,921,249.26	2,828,353.91	3,322,653.20	
142 R	47141	---	101	-----	----	ESEA TITLE I	3,683,034.34	3,374,873.03	3,921,249.26	2,828,353.91	3,322,653.20	
49800				TRANSFERS IN								
142 R	49800	000	101	0-----	----	TRANSFERS IN	271,758.08	243,093.00	273,335.00	196,719.26	275,000.00	
142 R	49800	---	101	-----	----	TRANSFERS IN	271,758.08	243,093.00	273,335.00	196,719.26	275,000.00	
142 R	-----	---	101	-----	----	Revenue	3,954,792.42	3,617,966.03	4,194,584.26	3,025,073.17	3,597,653.20	
71100				REGULAR INSTRUCTION PROGRAM								
142 E	71100	116	101	0-----	----	REGULAR INSTRUCTION PROGRAM	1,297,604.05	1,076,703.00	1,325,235.00	1,197,413.11	955,712.00	
142 E	71100	163	101	0-----	----	REGULAR INSTRUCTION PROGRAM	456,809.55	502,068.00	543,000.00	452,925.91	416,130.00	
142 E	71100	189	101	0-----	----	REGULAR INSTRUCTION PROGRAM	0.00	0.00	1,500.00	0.00	0.00	
142 E	71100	195	101	0-----	----	REGULAR INSTRUCTION PROGRAM	11,871.00	20,348.50	11,649.00	4,180.00	17,330.00	
142 E	71100	198	101	0-----	----	REGULAR INSTRUCTION PROGRAM	18,853.00	22,961.00	16,654.00	10,810.00	17,355.00	
142 E	71100	201	101	0-----	----	REGULAR INSTRUCTION PROGRAM	97,791.89	93,061.00	103,285.22	87,600.93	96,228.00	
142 E	71100	204	101	0-----	----	REGULAR INSTRUCTION PROGRAM	116,940.30	100,808.00	125,348.00	105,082.94	120,955.00	
142 E	71100	206	101	0-----	----	REGULAR INSTRUCTION PROGRAM	980.66	1,017.00	1,193.00	966.22	862.50	
142 E	71100	207	101	0-----	----	REGULAR INSTRUCTION PROGRAM	295,671.41	515,281.25	487,328.00	306,530.48	480,790.00	
142 E	71100	208	101	0-----	----	REGULAR INSTRUCTION PROGRAM	4,178.37	7,325.00	7,150.00	4,154.84	6,210.00	
142 E	71100	212	101	0-----	----	REGULAR INSTRUCTION PROGRAM	24,042.41	24,186.00	24,103.00	22,309.72	25,183.50	
142 E	71100	429	101	0-----	----	REGULAR INSTRUCTION PROGRAM	12,754.43	3,980.00	3,508.00	2,562.64	1,800.00	
142 E	71100	471	101	0-----	----	REGULAR INSTRUCTION PROGRAM	23,774.04	34,487.00	16,038.00	15,842.20	13,640.00	
142 E	71100	722	101	0-----	----	REGULAR INSTRUCTION PROGRAM	266,620.18	193,624.73	285,898.00	188,560.65	228,049.00	
142 E	71100	---	101	-----	----	REGULAR INSTRUCTION PROGRAM	2,627,891.29	2,595,650.48	2,951,889.22	2,398,939.64	2,380,245.00	

FUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 142 FED PROJECTS (Date: 5/2025)

Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
101							TITLE I					
72130							OTHER STUDENT SUPPORT					
142 E	72130	599	101	0	----	----	OTHER STUDENT SUPPORT	31,799.79	33,748.73	34,506.95	31,613.20	35,326.53
142 E	72130	---	101	-----	----	----	OTHER STUDENT SUPPORT	31,799.79	33,748.73	34,506.95	31,613.20	35,326.53
72210							REGULAR INSTRUCTION PROGRAM					
142 E	72210	172	101	0	----	----	REGULAR INSTRUCTION PROGRAM	0.00	243,615.00	413,548.00	379,041.58	410,990.00
142 E	72210	189	101	0	----	----	REGULAR INSTRUCTION PROGRAM	520,235.50	113,235.25	128,165.00	114,464.01	148,597.00
142 E	72210	201	101	0	----	----	REGULAR INSTRUCTION PROGRAM	30,407.67	31,623.00	29,806.00	26,404.94	31,620.00
142 E	72210	204	101	0	----	----	REGULAR INSTRUCTION PROGRAM	36,214.22	36,322.00	34,081.00	30,012.02	36,510.00
142 E	72210	206	101	0	----	----	REGULAR INSTRUCTION PROGRAM	195.24	174.00	181.00	165.39	170.00
142 E	72210	207	101	0	----	----	REGULAR INSTRUCTION PROGRAM	83,393.48	71,133.00	78,097.00	71,424.18	73,790.00
142 E	72210	208	101	0	----	----	REGULAR INSTRUCTION PROGRAM	865.62	1,080.00	964.00	648.65	1,035.00
142 E	72210	212	101	0	----	----	REGULAR INSTRUCTION PROGRAM	7,111.45	8,168.00	7,792.00	6,787.11	8,265.00
142 E	72210	355	101	0	----	----	REGULAR INSTRUCTION PROGRAM	3,448.78	6,700.00	6,700.00	3,578.36	6,500.00
142 E	72210	399	101	0	----	----	REGULAR INSTRUCTION PROGRAM	17,120.00	18,000.00	8,500.00	8,495.00	19,200.00
142 E	72210	499	101	0	----	----	REGULAR INSTRUCTION PROGRAM	15,627.21	10,351.00	7,344.00	7,680.76	4,090.00
142 E	72210	524	101	0	----	----	REGULAR INSTRUCTION PROGRAM	26,324.75	30,740.00	37,778.00	34,368.42	70,119.00
142 E	72210	599	101	0	----	----	REGULAR INSTRUCTION PROGRAM	0.00	4,350.00	3,100.00	1,800.00	1,200.00
142 E	72210	790	101	0	----	----	REGULAR INSTRUCTION PROGRAM	192,154.32	148,774.00	142,683.00	122,390.50	85,521.00
142 E	72210	---	101	-----	----	----	REGULAR INSTRUCTION PROGRAM	933,098.24	724,265.25	898,739.00	807,260.92	897,607.00
99100							TRANSFERS OUT					
142 E	99100	504	101	0	----	----	TRANSFERS OUT	90,245.02	21,008.57	36,114.09	36,114.09	9,474.67
142 E	99100	590	101	0	----	----	TRANSFERS OUT	271,758.08	243,093.00	273,335.00	196,719.26	275,000.00
142 E	99100	---	101	-----	----	----	TRANSFERS OUT	362,003.10	264,101.57	309,449.09	232,833.35	284,474.67
142 E	---	---	---	---	---	---	Expense	3,954,792.42	3,617,966.03	4,194,584.26	3,470,647.11	3,597,653.20
142 -	---	---	---	---	---	---	TITLE I	0.00	0.00	0.00	-445,573.94	0.00

Fnd_T	Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24		2024-25		2025-2026	
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
121													
								TITLE 1-A NEGLECTED					
47141								ESEA TITLE I					
142 R	47141	000	121	0	----	----		28,664.60	23,514.09	21,456.98	11,451.82	18,557.51	
142 R	47141	---	121	-----	----	----		28,664.60	23,514.09	21,456.98	11,451.82	18,557.51	
49800								TRANSFERS IN					
142 R	49800	000	121	0	----	----		5,558.16	5,880.00	4,639.00	4,514.58	4,639.00	
142 R	49800	---	121	-----	----	----		5,558.16	5,880.00	4,639.00	4,514.58	4,639.00	
142 R	-----	---	121	-----	----	----		34,222.76	29,394.09	26,095.98	15,966.40	23,196.51	
71100								REGULAR INSTRUCTION PROGRAM					
142 E	71100	163	121	0	----	----		20,630.00	16,626.09	12,000.00	7,332.73	12,930.51	
142 E	71100	189	121	0	----	----		1,391.96	3,600.00	3,600.00	2,812.50	3,656.00	
142 E	71100	201	121	0	----	----		1,282.00	1,024.00	800.00	454.63	800.00	
142 E	71100	204	121	0	----	----		1,474.00	1,238.00	900.00	109.19	925.00	
142 E	71100	212	121	0	----	----		325.04	295.00	295.00	147.10	246.00	
142 E	71100	429	121	0	----	----		1,098.00	381.00	652.51	614.56	0.00	
142 E	71100	722	121	0	----	----		1,331.04	0.00	2,500.00	2,448.00	0.00	
142 E	71100	---	121	-----	----	----		27,532.04	23,164.09	20,747.51	13,918.71	18,557.51	
72210								REGULAR INSTRUCTION PROGRAM					
142 E	72210	499	121	0	----	----		383.33	350.00	709.47	0.00	0.00	
142 E	72210	---	121	-----	----	----		383.33	350.00	709.47	0.00	0.00	

Fnd T	Acct	Obj	Pri	Loc	Prq	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
121												
99100												
142 E	99100	504	121	0	---	---	749.23	0.00	0.00	0.00	0.00	0.00
142 E	99100	590	121	0	---	---	5,558.16	5,880.00	4,639.00	4,514.58	4,639.00	4,639.00
142 E	99100	---	121	---	---	---	6,307.39	5,880.00	4,639.00	4,514.58	4,639.00	4,639.00
142 E	---	---	121	---	---	---	34,222.76	29,394.09	26,095.98	18,433.29	23,196.51	23,196.51
142	---	---	121	---	---	---	0.00	0.00	0.00	-2,466.89	0.00	0.00

TITLE 1-A NEGLECTED

FUTNAM COUNTY BOARD OF EDUCATION  
PROPOSED BUDGET FY26 - 142 FED PROJECTS (Date: 5/2025)

Fnd T	Acct	Obj	Pri	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
131							TITLE I-C					
47141							ESEA TITLE I					
142 R	47141	000	131	0	----	----	ESEA TITLE I	7,377.03	10,664.23	12,928.71	8,925.58	0.00
142 R	47141	---	131	-----	----	----	ESEA TITLE I	7,377.03	10,664.23	12,928.71	8,925.58	0.00
49800							TRANSFERS IN					
142 R	49800	000	131	0	----	----	TRANSFERS IN	1,482.31	1,800.00	2,300.00	1,710.88	0.00
142 R	49800	---	131	-----	----	----	TRANSFERS IN	1,482.31	1,800.00	2,300.00	1,710.88	0.00
142 R	-----	---	131	-----	----	----	Revenue	8,859.34	12,464.23	15,228.71	10,636.46	0.00
71100							REGULAR INSTRUCTION PROGRAM					
142 E	71100	189	131	0	----	----	REGULAR INSTRUCTION PROGRAM	5,800.00	5,695.00	8,485.00	7,022.89	0.00
142 E	71100	201	131	0	----	----	REGULAR INSTRUCTION PROGRAM	330.94	394.00	501.00	407.23	0.00
142 E	71100	204	131	0	----	----	REGULAR INSTRUCTION PROGRAM	443.56	550.00	648.00	475.72	0.00
142 E	71100	212	131	0	----	----	REGULAR INSTRUCTION PROGRAM	77.42	95.00	119.00	95.26	0.00
142 E	71100	499	131	0	----	----	REGULAR INSTRUCTION PROGRAM	0.00	250.00	350.00	263.69	0.00
142 E	71100	---	131	-----	----	----	REGULAR INSTRUCTION PROGRAM	6,651.92	6,984.00	10,103.00	8,264.79	0.00
72210							REGULAR INSTRUCTION PROGRAM					
142 E	72210	355	131	0	----	----	REGULAR INSTRUCTION PROGRAM	192.41	200.00	264.00	271.61	0.00
142 E	72210	499	131	0	----	----	REGULAR INSTRUCTION PROGRAM	406.88	250.00	114.00	89.39	0.00
142 E	72210	524	131	0	----	----	REGULAR INSTRUCTION PROGRAM	0.00	2,700.00	1,725.00	1,722.69	0.00
142 E	72210	599	131	0	----	----	REGULAR INSTRUCTION PROGRAM	0.00	0.00	420.48	385.10	0.00
142 E	72210	---	131	-----	----	----	REGULAR INSTRUCTION PROGRAM	599.29	3,150.00	2,523.48	2,468.79	0.00

Fnd T Acct	Obj	Pri	Loc	PIG	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget
131											
72710											
142 E 72710 146 131 0							0.00	360.00	150.00	0.00	0.00
142 E 72710 201 131 0							0.00	25.00	10.00	0.00	0.00
142 E 72710 212 131 0							0.00	6.00	3.00	0.00	0.00
142 E 72710 --- 131 ---							0.00	391.00	163.00	0.00	0.00
99100											
142 E 99100 504 131 0							125.82	139.23	139.23	139.23	0.00
142 E 99100 590 131 0							1,482.31	1,800.00	2,300.00	1,710.88	0.00
142 E 99100 --- 131 ---							1,608.13	1,939.23	2,439.23	1,850.11	0.00
142 E --- --- 131 ---							8,859.34	12,464.23	15,228.71	12,583.69	0.00
142 E --- --- 131 ---							0.00	0.00	0.00	-1,947.23	0.00

Fnd T Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-2026	
						Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
161											
	TITLE I-D LEA										
47141											
	ESEA TITLE I										
142 R 47141 000 161 0----					ESEA TITLE I	12,575.09	16,887.45	24,967.34	19,140.30	16,886.84	
142 R 47141 --- 161 -----					ESEA TITLE I	12,575.09	16,887.45	24,967.34	19,140.30	16,886.84	
49800					TRANSFERS IN						
142 R 49800 000 161 0----					TRANSFERS IN	4,539.23	4,200.00	4,199.00	3,347.23	4,200.00	
142 R 49800 --- 161 -----					TRANSFERS IN	4,539.23	4,200.00	4,199.00	3,347.23	4,200.00	
142 R -----					Revenue	17,114.32	21,087.45	29,166.34	22,487.53	21,086.84	
71100					REGULAR INSTRUCTION PROGRAM						
142 E 71100 169 161 0----					REGULAR INSTRUCTION PROGRAM	8,677.50	11,750.00	14,670.00	13,397.88	11,000.00	
142 E 71100 201 161 0----					SOCIAL SECURITY	488.96	735.00	830.00	756.88	685.00	
142 E 71100 204 161 0----					STATE RETIREMENT	620.40	850.00	1,050.00	957.92	850.00	
142 E 71100 206 161 0----					LIFE INSURANCE	3.75	6.00	6.00	5.50	5.00	
142 E 71100 207 161 0----					MEDICAL INSURANCE	2,559.76	3,300.00	4,347.50	3,887.20	4,086.00	
142 E 71100 208 161 0----					DENTAL INSURANCE	26.55	40.00	45.00	39.76	45.00	
142 E 71100 212 161 0----					EMPLOYER MEDICARE LIABILITY	114.35	188.00	200.00	176.92	200.00	
142 E 71100 429 161 0----					INSTRUCTIONAL SUPPLIES	0.00	0.00	2,000.00	1,716.49	0.00	
142 E 71100 --- 161 -----					REGULAR INSTRUCTION PROGRAM	12,491.27	16,869.00	23,148.50	20,938.55	16,871.00	
72210					REGULAR INSTRUCTION PROGRAM						
142 E 72210 524 161 0----					REGULAR INSTRUCTION PROGRAM	0.00	0.00	1,800.00	0.00	0.00	
142 E 72210 --- 161 -----					REGULAR INSTRUCTION PROGRAM	0.00	0.00	1,800.00	0.00	0.00	

2023-24		2024-25		2024-25		2024-25		2025-2026			
Fnd T	Acct	Obj	Prj	Loc	Prg	Acct	Actual	Original Budget	Revised Budget	Actual	Proposed Budget
161											
99100											
142 E	99100	504	161	0	----	----	83.82	18.45	18.84	18.45	15.84
142 E	99100	590	161	0	----	----	4,539.23	4,200.00	4,199.00	3,347.23	4,200.00
142 E	99100	---	161	-----	----	----	4,623.05	4,218.45	4,217.84	3,365.68	4,215.84
142 E	-----	----	161	-----	----	Expense	17,114.32	21,087.45	29,166.34	24,304.23	21,086.84
142	-----	----	161	-----	----	TITLE I-D LEA	0.00	0.00	0.00	-1,816.70	0.00

Fnd. T	Acct.	Obj	Pri	Loc	Prj	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
201												
47189												
142 R	47189	000	201	0	----	TITLE II	402,749.07	439,086.80	538,093.76	323,862.50	438,318.25	
142 R	47189	----	201	-----	----	TITLE II	402,749.07	439,086.80	538,093.76	323,862.50	438,318.25	
49800						TRANSFERS IN						
142 R	49800	000	201	0	----	TRANSFERS IN	68,246.93	100,000.00	100,950.00	79,868.81	101,000.00	
142 R	49800	----	201	-----	----	TRANSFERS IN	68,246.93	100,000.00	100,950.00	79,868.81	101,000.00	
142 R	-----	----	201	-----	----	Revenue	470,996.00	539,086.80	639,043.76	403,731.31	539,318.25	
71100						REGULAR INSTRUCTION PROGRAM						
142 E	71100	195	201	0	----	REGULAR INSTRUCTION PROGRAM	790.00	5,000.00	16,250.00	1,090.00	10,000.00	
142 E	71100	198	201	0	----	REGULAR INSTRUCTION PROGRAM	1,384.75	7,000.00	20,975.00	12,247.50	10,000.00	
142 E	71100	201	201	0	----	REGULAR INSTRUCTION PROGRAM	119.87	750.00	2,675.00	788.69	1,240.00	
142 E	71100	204	201	0	----	REGULAR INSTRUCTION PROGRAM	0.00	875.00	0.00	0.00	0.00	
142 E	71100	212	201	0	----	REGULAR INSTRUCTION PROGRAM	31.63	200.00	750.00	193.35	290.00	
142 E	71100	----	201	-----	----	REGULAR INSTRUCTION PROGRAM	2,326.25	13,825.00	40,650.00	14,319.54	21,530.00	
72210						REGULAR INSTRUCTION PROGRAM						
142 E	72210	172	201	0	----	REGULAR INSTRUCTION PROGRAM	0.00	287,351.00	306,851.00	236,456.68	283,695.00	
142 E	72210	189	201	0	----	REGULAR INSTRUCTION PROGRAM	228,352.56	0.00	0.00	0.00	0.00	
142 E	72210	201	201	0	----	REGULAR INSTRUCTION PROGRAM	13,972.93	17,819.00	19,269.00	13,739.25	17,605.00	
142 E	72210	204	201	0	----	REGULAR INSTRUCTION PROGRAM	14,990.00	19,973.00	21,473.00	15,038.72	20,705.00	
142 E	72210	206	201	0	----	REGULAR INSTRUCTION PROGRAM	84.96	87.00	108.00	89.31	95.00	
142 E	72210	207	201	0	----	REGULAR INSTRUCTION PROGRAM	35,445.20	44,313.00	51,313.00	41,799.20	53,848.00	
142 E	72210	208	201	0	----	REGULAR INSTRUCTION PROGRAM	336.36	630.00	680.00	382.24	675.00	
142 E	72210	212	201	0	----	REGULAR INSTRUCTION PROGRAM	3,136.73	4,168.00	4,468.00	3,213.22	4,130.00	
142 E	72210	355	201	0	----	REGULAR INSTRUCTION PROGRAM	2,333.20	3,000.00	3,500.00	1,733.72	3,750.00	

Fnd T Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2025-2026	
						Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
TITLE II											
REGULAR INSTRUCTION PROGRAM											
142 E 72210 399 201 0	---	---	---	---	---	13,000.00	15,000.00	13,000.00	13,000.00	13,000.00	13,000.00
OTHER CONTRACTED SERVICES											
142 E 72210 499 201 0	---	---	---	---	---	6,549.94	7,004.00	9,550.00	1,020.02	1,875.00	1,875.00
OTHER SUPPLIES AND MATERIALS											
142 E 72210 524 201 0	---	---	---	---	---	66,033.72	14,500.00	54,014.00	31,364.63	8,000.00	8,000.00
INSERVICE/STAFF DEVELOPMENT											
142 E 72210 599 201 0	---	---	---	---	---	1,925.00	4,500.00	6,304.81	-730.00	2,520.00	2,520.00
OTHER CHARGES											
<b>TOTAL</b>						<b>386,160.60</b>	<b>418,345.00</b>	<b>490,530.81</b>	<b>357,106.99</b>	<b>409,898.00</b>	<b>409,898.00</b>
TITLE II											
TRANSFERS OUT											
142 E 99100 504 201 0	---	---	---	---	---	14,262.22	6,916.80	6,912.95	6,912.95	6,912.95	6,912.95
INDIRECT COST											
142 E 99100 590 201 0	---	---	---	---	---	68,246.93	100,000.00	100,950.00	79,868.81	101,000.00	101,000.00
TRANSFERS TO OTHER FUNDS											
<b>TOTAL</b>						<b>82,509.15</b>	<b>106,916.80</b>	<b>107,862.95</b>	<b>86,781.76</b>	<b>107,890.25</b>	<b>107,890.25</b>
<b>TOTAL</b>						<b>470,996.00</b>	<b>539,086.80</b>	<b>639,043.76</b>	<b>458,208.29</b>	<b>539,318.25</b>	<b>539,318.25</b>
<b>TOTAL</b>						<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-54,476.98</b>	<b>0.00</b>	<b>0.00</b>
TITLE II											
Expense											
<b>TOTAL</b>						<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-54,476.98</b>	<b>0.00</b>	<b>0.00</b>

Fnd T	Acct	Obj	Pri	Loc	Prg	Acct	Obj	2023-24		2024-25		2025-2026	
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
301							TITLE III						
47146							ENGLISH LANGUAGE ACQUISITION G						
142 R	47146	000	301	0	----	----	ENGLISH LANGUAGE ACQUISITION G	137,786.24	115,655.89	145,682.64	55,107.46	117,580.25	
142 R	47146	----	301	-----	----	----	ENGLISH LANGUAGE ACQUISITION G	137,786.24	115,655.89	145,682.64	55,107.46	117,580.25	
49800							TRANSFERS IN						
142 R	49800	000	301	0	----	----	TRANSFERS IN	1,945.50	2,100.00	2,300.00	1,701.42	2,300.00	
142 R	49800	----	301	-----	----	----	TRANSFERS IN	1,945.50	2,100.00	2,300.00	1,701.42	2,300.00	
142 R	-----	----	301	-----	----	----	Revenue	139,731.74	117,755.89	147,982.64	56,808.88	119,880.25	
71100							REGULAR INSTRUCTION PROGRAM						
142 E	71100	163	301	0	----	----	REGULAR INSTRUCTION PROGRAM	35,831.74	28,000.00	28,000.00	23,093.00	29,450.00	
142 E	71100	195	301	0	----	----	CERTIFIED SUBSTITUTE TEACHERS	660.00	1,200.00	3,750.00	120.00	1,000.00	
142 E	71100	198	301	0	----	----	NON-CERTIFIED SUBSTITUTE TEACH	1,677.50	1,350.00	3,450.00	3,565.00	4,000.00	
142 E	71100	201	301	0	----	----	SOCIAL SECURITY	2,247.24	1,605.00	2,010.00	1,568.74	2,160.00	
142 E	71100	204	301	0	----	----	STATE RETIREMENT	2,526.53	2,000.00	2,000.00	1,651.20	2,125.00	
142 E	71100	206	301	0	----	----	LIFE INSURANCE	30.00	25.00	25.00	22.00	25.00	
142 E	71100	207	301	0	----	----	MEDICAL INSURANCE	2,334.61	0.00	8,000.00	2,523.20	0.00	
142 E	71100	208	301	0	----	----	DENTAL INSURANCE	160.00	180.00	180.00	158.70	180.00	
142 E	71100	210	301	0	----	----	UNEMPLOYMENT COMPENSATION	8.24	0.00	0.00	0.00	0.00	
142 E	71100	212	301	0	----	----	EMPLOYER MEDICARE LIABILITY	536.88	445.00	545.00	371.97	525.00	
142 E	71100	399	301	0	----	----	OTHER CONTRACTED SERVICES	0.00	0.00	771.89	0.00	0.00	
142 E	71100	429	301	0	----	----	INSTRUCTIONAL SUPPLIES	11,659.83	2,000.00	28,268.22	19,209.50	27,015.25	
142 E	71100	471	301	0	----	----	SOFTWARE	1,928.50	26,000.00	0.00	0.00	0.00	
142 E	71100	499	301	0	----	----	OTHER SUPPLIES AND MATERIALS	0.00	0.00	500.00	0.00	0.00	
142 E	71100	722	301	0	----	----	REGULAR INSTRUCTION EQUIPMENT	42,000.00	2,557.83	14,559.69	231.00	6,000.00	
142 E	71100	----	301	-----	----	----	REGULAR INSTRUCTION PROGRAM	101,601.07	65,362.83	92,059.80	52,514.31	72,480.25	

Fnd T	Acct	Obj	Pri	Loc	Proj	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
301						TITLE III						
72130						OTHER STUDENT SUPPORT						
142 E	72130	524	301	0	----	OTHER STUDENT SUPPORT	0.00	0.00	0.00	300.00	240.00	0.00
142 E	72130	---	301	----	----	OTHER STUDENT SUPPORT	0.00	0.00	0.00	300.00	240.00	0.00
72210						REGULAR INSTRUCTION PROGRAM						
142 E	72210	399	301	0	----	REGULAR INSTRUCTION PROGRAM	0.00	0.00	0.00	0.00	0.00	20,000.00
142 E	72210	499	301	0	----	REGULAR INSTRUCTION PROGRAM	1,853.26	1,000.00	13,424.36	4,491.04	6,000.00	6,000.00
142 E	72210	524	301	0	----	REGULAR INSTRUCTION PROGRAM	10,535.77	15,000.00	12,500.00	11,909.07	19,000.00	19,000.00
142 E	72210	599	301	0	----	REGULAR INSTRUCTION PROGRAM	17,120.00	18,500.00	18,500.00	8,695.00	0.00	0.00
142 E	72210	790	301	0	----	REGULAR INSTRUCTION PROGRAM	1,818.00	2,500.00	8,805.42	0.00	0.00	0.00
142 E	72210	---	301	----	----	REGULAR INSTRUCTION PROGRAM	31,327.03	37,000.00	53,229.78	25,095.11	45,000.00	45,000.00
72710						TRANSPORTATION						
142 E	72710	330	301	0	----	TRANSPORTATION	4,765.08	13,200.00	0.00	0.00	0.00	0.00
142 E	72710	---	301	----	----	TRANSPORTATION	4,765.08	13,200.00	0.00	0.00	0.00	0.00
99100						TRANSFERS OUT						
142 E	99100	504	301	0	----	TRANSFERS OUT	93.06	93.06	93.06	93.06	93.06	100.00
142 E	99100	590	301	0	----	TRANSFERS OUT	1,945.50	2,100.00	2,300.00	1,701.42	2,300.00	2,300.00
142 E	99100	---	301	----	----	TRANSFERS OUT	2,038.56	2,193.06	2,393.06	1,794.48	2,400.00	2,400.00
142 E	---	---	301	----	----	Expense	139,731.74	117,755.89	147,982.64	79,643.90	119,880.25	119,880.25
142 -	---	---	301	----	----	TITLE III	0.00	0.00	0.00	-22,835.02	0.00	0.00



Fnd T	Acct	Obj	Pri	Loc	Prg	Acct	Obj	2023-24 Actual	2024-25 Original Budget	2024-25 Revised Budget	2024-25 Actual	2025-2026 Proposed Budget
401				TITLE IV								
47590				OTHER FEDERAL THROUGH STATE								
142 R	47590	000	401	0	----	----	277,427.01	277,427.01	282,958.53	202,611.89	202,611.89	277,927.01
142 R	47590	----	401	----	----	----	277,427.01	277,427.01	282,958.53	202,611.89	202,611.89	277,927.01
49800				TRANSFERS IN								
142 R	49800	000	401	0	----	----	5,634.48	5,600.00	30,100.00	4,393.95	4,393.95	5,100.00
142 R	49800	----	401	----	----	----	5,634.48	5,600.00	30,100.00	4,393.95	4,393.95	5,100.00
142 R	----	----	401	----	----	----	283,027.01	283,027.01	313,058.53	207,005.84	207,005.84	283,027.01
71100				REGULAR INSTRUCTION PROGRAM								
142 E	71100	116	401	0	----	----	60,638.62	75,810.00	75,810.00	67,558.37	67,558.37	75,850.00
142 E	71100	201	401	0	----	----	3,474.34	4,700.00	4,700.00	3,871.99	3,871.99	4,705.00
142 E	71100	204	401	0	----	----	4,820.78	5,165.00	5,959.00	5,404.63	5,404.63	5,580.00
142 E	71100	206	401	0	----	----	20.00	25.00	25.00	22.00	22.00	25.00
142 E	71100	207	401	0	----	----	11,516.80	14,310.00	16,000.00	13,460.00	13,460.00	15,520.00
142 E	71100	208	401	0	----	----	140.50	180.00	180.00	158.59	158.59	180.00
142 E	71100	212	401	0	----	----	812.55	1,100.00	1,100.00	905.54	905.54	1,105.00
142 E	71100	429	401	0	----	----	0.00	16,068.01	6,659.53	0.00	0.00	6,392.00
142 E	71100	471	401	0	----	----	25,000.00	18,000.00	17,400.00	0.00	0.00	18,000.00
142 E	71100	----	401	----	----	----	106,423.59	135,358.01	127,833.53	91,381.12	91,381.12	127,357.00
72210				REGULAR INSTRUCTION PROGRAM								
142 E	72210	189	401	0	----	----	84,525.12	88,931.00	88,931.00	80,530.12	80,530.12	88,275.00
142 E	72210	201	401	0	----	----	4,832.64	5,516.00	5,516.00	4,365.91	4,365.91	5,478.00
142 E	72210	204	401	0	----	----	6,043.46	6,375.00	6,431.00	5,757.84	5,757.84	6,330.00
142 E	72210	206	401	0	----	----	24.00	25.00	25.00	22.00	22.00	25.00
142 E	72210	207	401	0	----	----	16,184.24	16,700.00	17,010.00	15,548.80	15,548.80	17,950.00

Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
401						TITLE IV						
72210						REGULAR INSTRUCTION PROGRAM						
142 E	72210	208	401	0	----	REGULAR INSTRUCTION PROGRAM	160.00	180.00	180.00	158.70	180.00	180.00
142 E	72210	212	401	0	----	EMPLOYER MEDICARE LIABILITY	1,130.20	1,292.00	1,292.00	1,021.15	1,282.00	1,282.00
142 E	72210	355	401	0	----	TRAVEL	0.00	2,000.00	2,000.00	0.00	2,000.00	2,000.00
142 E	72210	399	401	0	----	OTHER CONTRACTED SERVICES	53,700.00	10,000.00	23,250.00	20,450.00	20,000.00	20,000.00
142 E	72210	499	401	0	----	OTHER SUPPLIES AND MATERIALS	0.00	1,000.00	1,000.00	760.53	1,000.00	1,000.00
142 E	72210	524	401	0	----	INSERVICE/STAFF DEVELOPMENT	1,756.36	10,000.00	9,440.00	7,782.51	8,000.00	8,000.00
142 E	72210	----	401	----	----	REGULAR INSTRUCTION PROGRAM	168,356.02	142,019.00	155,075.00	136,397.56	150,520.00	150,520.00
99100						TRANSFERS OUT						
142 E	99100	504	401	0	----	INDIRECT COST	100.73	50.00	50.00	50.00	50.01	50.01
142 E	99100	590	401	0	----	TRANSFERS TO OTHER FUNDS	5,634.48	5,600.00	30,100.00	4,393.95	5,100.00	5,100.00
142 E	99100	----	401	----	----	TRANSFERS OUT	5,735.21	5,650.00	30,150.00	4,443.95	5,150.01	5,150.01
142 E	----	----	401	----	----	Expense	280,514.82	283,027.01	313,058.53	232,222.63	283,027.01	283,027.01
142 E	----	----	401	----	----	TITLE IV	0.00	0.00	0.00	-25,216.79	0.00	0.00

Fnd T Acct	Obj	Prj	Loc	Prg	Acct	2023-24		2024-25		2024-25		2025-2026	
						Actual	Original Budget	Revised Budget	Actual	Proposed Budget			
431			21ST CENTURY										
47150			21ST CENTURY COMMUNITY LEARNIN										
142 R	47150	000	431	0	---	0.00	0.00	280,000.00	0.00	0.00	0.00	0.00	0.00
142 R	47150	---	431	---	---	0.00	0.00	280,000.00	0.00	0.00	0.00	0.00	0.00
47590			OTHER FEDERAL THROUGH STATE										
142 R	47590	000	431	0	----	210,388.24	0.00	0.00	178,823.77	0.00	0.00	0.00	0.00
142 R	47590	---	431	----	----	210,388.24	0.00	0.00	178,823.77	0.00	0.00	0.00	0.00
142 R	----	----	431	-----	-----	210,388.24	0.00	280,000.00	178,823.77	0.00	0.00	0.00	0.00
73300			COMMUNITY SERVICES										
142 E	73300	105	431	0	----	16,855.80	0.00	17,671.04	16,015.12	0.00	0.00	0.00	0.00
142 E	73300	116	431	0	----	116,252.50	0.00	136,800.00	104,309.25	0.00	0.00	0.00	0.00
142 E	73300	162	431	0	----	9,014.65	0.00	9,522.10	8,727.12	0.00	0.00	0.00	0.00
142 E	73300	163	431	0	----	17,150.03	0.00	22,100.00	18,353.71	0.00	0.00	0.00	0.00
142 E	73300	189	431	0	----	2,437.50	0.00	13,740.00	4,837.50	0.00	0.00	0.00	0.00
142 E	73300	199	431	0	----	48.00	0.00	0.00	44.00	0.00	0.00	0.00	0.00
142 E	73300	201	431	0	----	9,317.12	0.00	13,395.15	8,821.73	0.00	0.00	0.00	0.00
142 E	73300	204	431	0	----	11,387.37	0.00	12,450.99	10,020.97	0.00	0.00	0.00	0.00
142 E	73300	206	431	0	----	11.43	0.00	24.00	10.01	0.00	0.00	0.00	0.00
142 E	73300	207	431	0	----	6,269.12	0.00	6,996.48	5,082.88	0.00	0.00	0.00	0.00
142 E	73300	208	431	0	----	67.41	0.00	72.56	63.48	0.00	0.00	0.00	0.00
142 E	73300	212	431	0	----	2,179.03	0.00	3,134.73	2,063.23	0.00	0.00	0.00	0.00
142 E	73300	355	431	0	----	1,425.44	0.00	1,500.00	1,226.51	0.00	0.00	0.00	0.00
142 E	73300	422	431	0	----	1,038.32	0.00	2,000.00	40.92	0.00	0.00	0.00	0.00
142 E	73300	429	431	0	----	0.00	0.00	19,274.00	17,125.02	0.00	0.00	0.00	0.00
142 E	73300	499	431	0	----	14,345.08	0.00	4,200.00	2,988.88	0.00	0.00	0.00	0.00
142 E	73300	524	431	0	----	2,227.29	0.00	5,337.94	5,337.94	0.00	0.00	0.00	0.00
142 E	73300	599	431	0	----	362.15	0.00	11,239.53	5,379.40	0.00	0.00	0.00	0.00
142 E	73300	790	431	0	----	0.00	0.00	541.48	541.48	0.00	0.00	0.00	0.00

Fnd T	Acct	Obj	Prj	Loc	FIG	Acct	Obj	2023-24		2024-25		2024-25		2025-2026		
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget				
431				21ST CENTURY												
73300				COMMUNITY SERVICES												
142 E	73300	---	431	-----	---	COMMUNITY SERVICES		210,388.24	0.00	280,000.00	210,989.15	0.00				
142 E	-----	---	431	-----	---	Expense		210,388.24	0.00	280,000.00	210,989.15	0.00				
142 -	-----	---	431	-----	---	21ST CENTURY		0.00	0.00	0.00	-32,165.38	0.00				



Fnd T Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
701												
47149												
142 R	47149	000	701	0	----	----	83,124.01	0.00	92,029.14	72,179.31	0.00	0.00
142 R	47149	---	701	----	----	----	83,124.01	0.00	92,029.14	72,179.31	0.00	0.00
142 R	-----	----	701	-----	----	----	83,124.01	0.00	92,029.14	72,179.31	0.00	0.00
71100												
142 E	71100	429	701	0	----	----	330.00	0.00	0.00	0.00	0.00	0.00
142 E	71100	599	701	0	----	----	385.86	0.00	0.00	0.00	0.00	0.00
142 E	71100	---	701	-----	----	----	715.86	0.00	0.00	0.00	0.00	0.00
72120												
142 E	72120	599	701	0	----	----	428.00	0.00	0.00	0.00	0.00	0.00
142 E	72120	---	701	-----	----	----	428.00	0.00	0.00	0.00	0.00	0.00
72130												
142 E	72130	499	701	0	----	----	0.00	0.00	4,297.00	1,418.39	0.00	0.00
142 E	72130	---	701	-----	----	----	0.00	0.00	4,297.00	1,418.39	0.00	0.00
72210												
142 E	72210	169	701	0	----	----	55,203.48	0.00	59,645.00	57,242.80	0.00	0.00
142 E	72210	201	701	0	----	----	3,204.77	0.00	5,760.00	3,312.88	0.00	0.00
142 E	72210	204	701	0	----	----	3,947.11	0.00	4,285.00	4,092.94	0.00	0.00
142 E	72210	206	701	0	----	----	21.30	0.00	22.00	21.12	0.00	0.00
142 E	72210	207	701	0	----	----	10,615.66	0.00	11,000.00	11,232.86	0.00	0.00



Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
702												
142 R	47404	000	702	0	----	----	81,280.73	0.00	7,443.50	7,443.50	0.00	0.00
142 R	47404	---	702	-----	----	----	81,280.73	0.00	7,443.50	7,443.50	0.00	0.00
142 R	-----	---	702	-----	----	----	81,280.73	0.00	7,443.50	7,443.50	0.00	0.00
71100												
142 E	71100	429	702	0	----	----	28,573.00	0.00	0.00	0.00	0.00	0.00
142 E	71100	---	702	-----	----	----	28,573.00	0.00	0.00	0.00	0.00	0.00
72130												
142 E	72130	499	702	0	----	----	7,104.29	0.00	0.00	0.00	0.00	0.00
142 E	72130	599	702	0	----	----	22,264.79	0.00	7,443.50	7,443.50	0.00	0.00
142 E	72130	---	702	-----	----	----	29,369.08	0.00	7,443.50	7,443.50	0.00	0.00
72210												
142 E	72210	189	702	0	----	----	3,269.76	0.00	0.00	0.00	0.00	0.00
142 E	72210	201	702	0	----	----	191.04	0.00	0.00	0.00	0.00	0.00
142 E	72210	204	702	0	----	----	233.78	0.00	0.00	0.00	0.00	0.00
142 E	72210	206	702	0	----	----	1.20	0.00	0.00	0.00	0.00	0.00
142 E	72210	207	702	0	----	----	512.80	0.00	0.00	0.00	0.00	0.00
142 E	72210	208	702	0	----	----	8.40	0.00	0.00	0.00	0.00	0.00
142 E	72210	212	702	0	----	----	44.69	0.00	0.00	0.00	0.00	0.00
142 E	72210	499	702	0	----	----	7,425.16	0.00	0.00	0.00	0.00	0.00
142 E	72210	524	702	0	----	----	5,902.34	0.00	0.00	0.00	0.00	0.00
142 E	72210	599	702	0	----	----	5,820.00	0.00	0.00	0.00	0.00	0.00
142 E	72210	---	702	-----	----	----	23,409.17	0.00	0.00	0.00	0.00	0.00

Fnd	T	Acct	Obj	Pri	Loc	Prq	Acct	Obj	2024-25			2025-2026
									Actual	Original Budge	Revised Budget	
702							ARP HOMELESS 1.0					
00000							OFFSET					
142 E							Expense					
								81,351.25	0.00	7,443.50	7,443.50	0.00
142							ARP HOMELESS 1.0					
								-70.52	0.00	0.00	0.00	0.00

Fnd T	Acct	Obj	Pri	Loc	Prj	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
703						ARP HOMELESS 2.0						
47404						ARP-FEDERAL THROUGH THE STATE						
142 R	47404	000	703	0	----	ARP-FEDERAL THROUGH THE STATE	78,303.09	0.00	20,384.25	24,659.87	0.00	0.00
142 R	47404	---	703	-----	----	ARP-FEDERAL THROUGH THE STATE	78,303.09	0.00	20,384.25	24,659.87	0.00	0.00
142 R	-----	----	703	-----	----	Revenue	78,303.09	0.00	20,384.25	24,659.87	0.00	0.00
71100						REGULAR INSTRUCTION PROGRAM						
142 E	71100	429	703	0	----	REGULAR INSTRUCTION PROGRAM	500.00	0.00	500.00	494.27	0.00	0.00
142 E	71100	---	703	-----	----	REGULAR INSTRUCTION PROGRAM	500.00	0.00	500.00	494.27	0.00	0.00
72130						OTHER STUDENT SUPPORT						
142 E	72130	499	703	0	----	OTHER STUDENT SUPPORT	6,180.00	0.00	3,500.00	3,432.76	0.00	0.00
142 E	72130	599	703	0	----	OTHER STUDENT SUPPORT	8,141.00	0.00	10,844.25	10,616.68	0.00	0.00
142 E	72130	---	703	-----	----	OTHER STUDENT SUPPORT	14,321.00	0.00	14,344.25	14,049.44	0.00	0.00
72210						REGULAR INSTRUCTION PROGRAM						
142 E	72210	189	703	0	----	REGULAR INSTRUCTION PROGRAM	23,586.66	0.00	0.00	0.00	0.00	0.00
142 E	72210	201	703	0	----	REGULAR INSTRUCTION PROGRAM	1,462.30	0.00	0.00	0.00	0.00	0.00
142 E	72210	204	703	0	----	REGULAR INSTRUCTION PROGRAM	1,686.51	0.00	0.00	0.00	0.00	0.00
142 E	72210	206	703	0	----	REGULAR INSTRUCTION PROGRAM	20.00	0.00	0.00	0.00	0.00	0.00
142 E	72210	212	703	0	----	REGULAR INSTRUCTION PROGRAM	342.06	0.00	0.00	0.00	0.00	0.00
142 E	72210	355	703	0	----	REGULAR INSTRUCTION PROGRAM	434.27	0.00	0.00	0.00	0.00	0.00
142 E	72210	399	703	0	----	REGULAR INSTRUCTION PROGRAM	7,995.00	0.00	0.00	0.00	0.00	0.00
142 E	72210	524	703	0	----	REGULAR INSTRUCTION PROGRAM	1,934.61	0.00	1,590.00	1,489.98	0.00	0.00
142 E	72210	599	703	0	----	REGULAR INSTRUCTION PROGRAM	24,358.68	0.00	3,950.00	3,918.73	0.00	0.00
142 E	72210	790	703	0	----	REGULAR INSTRUCTION PROGRAM	1,662.00	0.00	0.00	0.00	0.00	0.00
142 E	72210	---	703	-----	----	REGULAR INSTRUCTION PROGRAM	63,482.09	0.00	5,540.00	5,408.71	0.00	0.00

Fund	T Acct	Obj	Pri	Loc	Prq	Acct	Obj	2023-24		2024-25		2025-2026	
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
703													
	00000												
142 E								78,303.09	0.00	20,384.25	19,952.42		0.00
142								0.00	0.00	0.00	4,707.45		0.00

Obj \_\_\_\_\_

ARP HOMELESS 2.0

OFFSET

Expense

ARP HOMELESS 2.0





Fnd T	Acct	Obj	Prj	Loc	Prg	Acct	Obj	2023-24 Actual	2024-25 Original Budget	2024-25 Revised Budget	2024-25 Actual	2025-2026 Proposed Budget
803					CTE PERKINS BASIC FY24							
00000					OFFSET							
142	-	-----	803	-----	----			0.00	0.00	0.00	0.00	0.00
					CTE PERKINS BASIC FY24							

Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24		2024-25		2025-2026	
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
804	47131												
142 R	47131	000	804	0			0.00	237,107.26	249,059.96	202,015.83		0.00	
142 R	47131	---	804				0.00	237,107.26	249,059.96	202,015.83		0.00	
142 R	-----	---	804			Revenue	0.00	237,107.26	249,059.96	202,015.83		0.00	
71300													
142 E	71300	336	804	0			0.00	2,052.71	306.00	306.00		0.00	
142 E	71300	399	804	0			0.00	1,500.00	1,500.00	1,500.00		0.00	
142 E	71300	429	804	0			0.00	45,418.59	57,660.59	48,855.22		0.00	
142 E	71300	730	804	0			0.00	95,349.60	106,318.70	100,418.00		0.00	
142 E	71300	---	804				0.00	144,320.90	165,785.29	151,079.22		0.00	
72130													
142 E	72130	399	804	0			0.00	1,500.00	1,500.00	1,500.00		0.00	
142 E	72130	524	804	0			0.00	40,500.00	38,582.96	32,112.18		0.00	
142 E	72130	599	804	0			0.00	47,521.00	39,911.00	36,005.19		0.00	
142 E	72130	---	804				0.00	89,521.00	79,993.96	69,617.37		0.00	
99100													
142 E	99100	504	804	0			0.00	3,265.36	3,280.71	1,722.23		0.00	
142 E	99100	---	804				0.00	3,265.36	3,280.71	1,722.23		0.00	
142 E	-----	---	804			Expense	0.00	237,107.26	249,059.96	222,418.82		0.00	

2023-24 2024-25 2024-25 2024-25 2025-2026

Actual Original Budget Revised Budget Actual Proposed Budget

Obj

Acct

Loc

Prj

Fnd T

804 CTE PERKINS BASIC FY25

00000 OFFSET

142 - - - - - 804 - - - - - CTE PERKINS BASIC FY25

0.00 0.00 0.00 -20,402.99 0.00



Fnd T Acct.	Obj	Prj	Loc	Prg	Acct	Obj	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
851												
47131												
	142 R	47131	000	851	0	----	49,983.04	0.00	50,000.00	30,476.42	0.00	0.00
	142 R	47131	---	851	-----	----	49,983.04	0.00	50,000.00	30,476.42	0.00	0.00
	142 R	-----	---	851	-----	----	49,983.04	0.00	50,000.00	30,476.42	0.00	0.00
71300												
	142 E	71300	499	851	0	----	49,983.04	0.00	46,134.58	28,721.00	0.00	0.00
	142 E	71300	---	851	-----	----	49,983.04	0.00	46,134.58	28,721.00	0.00	0.00
72130												
	142 E	72130	524	851	0	----	0.00	0.00	3,865.42	3,865.42	0.00	0.00
	142 E	72130	---	851	-----	----	0.00	0.00	3,865.42	3,865.42	0.00	0.00
	142 E	-----	---	851	-----	----	49,983.04	0.00	50,000.00	32,586.42	0.00	0.00
	142 -	-----	---	851	-----	----	0.00	0.00	0.00	-2,110.00	0.00	0.00



End T	Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
893												
47143												
	IDEA PRE-K SUSTAINABILITY											
	EDUCATION OF THE HANDICAPPED A											
142 R	47143	000	893	0	----	----	EDUCATION OF THE HANDICAPPED A	52,213.93	0.00	22,400.00	17,038.84	0.00
142 R	47143	---	893	-----	----	----	EDUCATION OF THE HANDICAPPED A	52,213.93	0.00	22,400.00	17,038.84	0.00
142 R	-----	---	893	-----	----	----	Revenue	52,213.93	0.00	22,400.00	17,038.84	0.00
71200												
	SPECIAL EDUCATION PROGRAM											
142 E	71200	116	893	0	----	----	TEACHERS	41,605.92	0.00	17,620.00	16,149.32	0.00
142 E	71200	201	893	0	----	----	SOCIAL SECURITY	2,480.00	0.00	1,052.00	962.52	0.00
142 E	71200	204	893	0	----	----	STATE RETIREMENT	2,833.32	0.00	1,124.00	1,027.07	0.00
142 E	71200	206	893	0	----	----	LIFE INSURANCE	23.76	0.00	9.00	7.22	0.00
142 E	71200	207	893	0	----	----	MEDICAL INSURANCE	4,567.52	0.00	2,126.00	1,957.07	0.00
142 E	71200	208	893	0	----	----	DENTAL INSURANCE	123.41	0.00	57.00	51.97	0.00
142 E	71200	212	893	0	----	----	EMPLOYER MEDICARE LIABILITY	580.00	0.00	247.00	225.09	0.00
142 E	71200	429	893	0	----	----	INSTRUCTIONAL SUPPLIES	0.00	0.00	165.00	164.63	0.00
142 E	71200	---	893	-----	----	----	SPECIAL EDUCATION PROGRAM	52,213.93	0.00	22,400.00	20,544.89	0.00
142 E	-----	---	893	-----	----	----	Expense	52,213.93	0.00	22,400.00	20,544.89	0.00
142 -	-----	---	893	-----	----	----	IDEA PRE-K SUSTAINABILITY	0.00	0.00	0.00	-3,506.05	0.00

Fnd. T	Acct.	Obj	Prj	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
896	47143						IDEA K-12 SUSTAINABILITY					
							EDUCATION OF THE HANDICAPPED A					
142 R	47143	000	896	0	----	----	EDUCATION OF THE HANDICAPPED A	41,362.45	0.00	28,000.00	3,579.30	0.00
142 R	47143	---	896	-----	----	----	EDUCATION OF THE HANDICAPPED A	41,362.45	0.00	28,000.00	3,579.30	0.00
142 R	-----	---	896	-----	----	----	Revenue	41,362.45	0.00	28,000.00	3,579.30	0.00
72220							SPECIAL EDUCATION PROGRAM					
142 E	72220	189	896	0	----	----	SPECIAL EDUCATION PROGRAM	31,251.85	0.00	526.51	526.51	0.00
142 E	72220	201	896	0	----	----	SPECIAL EDUCATION PROGRAM	1,767.53	0.00	32.65	32.65	0.00
142 E	72220	204	896	0	----	----	SPECIAL EDUCATION PROGRAM	1,863.09	0.00	0.00	0.00	0.00
142 E	72220	206	896	0	----	----	SPECIAL EDUCATION PROGRAM	18.94	0.00	0.00	0.00	0.00
142 E	72220	207	896	0	----	----	SPECIAL EDUCATION PROGRAM	2,439.00	0.00	0.00	0.00	0.00
142 E	72220	208	896	0	----	----	SPECIAL EDUCATION PROGRAM	60.00	0.00	0.00	0.00	0.00
142 E	72220	212	896	0	----	----	SPECIAL EDUCATION PROGRAM	442.04	0.00	7.64	7.64	0.00
142 E	72220	399	896	0	----	----	SPECIAL EDUCATION PROGRAM	0.00	0.00	27,433.20	3,012.50	0.00
142 E	72220	499	896	0	----	----	SPECIAL EDUCATION PROGRAM	3,520.00	0.00	0.00	0.00	0.00
142 E	72220	---	896	-----	----	----	SPECIAL EDUCATION PROGRAM	41,362.45	0.00	28,000.00	3,579.30	0.00
142 E	-----	---	896	-----	----	----	Expense	41,362.45	0.00	28,000.00	3,579.30	0.00
142 -	-----	---	896	-----	----	----	IDEA K-12 SUSTAINABILITY	0.00	0.00	0.00	0.00	0.00





Fund T	Acct	Obj	Pri	Loc	Prj	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
907												
	47143											
142 R	47143	000	907	0	----	----	EDUCATION OF THE HANDICAPPED A	7,064.93	0.00	0.00	0.00	0.00
142 R	47143	----	907	----	----	----	EDUCATION OF THE HANDICAPPED A	7,064.93	0.00	0.00	0.00	0.00
142 R	-----	----	907	-----	----	----	Revenue	7,064.93	0.00	0.00	0.00	0.00
71200												
142 E	71200	163	907	0	----	----	SPECIAL EDUCATION PROGRAM	4,389.93	0.00	0.00	0.00	0.00
142 E	71200	201	907	0	----	----	SPECIAL EDUCATION PROGRAM	200.00	0.00	0.00	0.00	0.00
142 E	71200	204	907	0	----	----	SPECIAL EDUCATION PROGRAM	400.00	0.00	0.00	0.00	0.00
142 E	71200	206	907	0	----	----	SPECIAL EDUCATION PROGRAM	5.00	0.00	0.00	0.00	0.00
142 E	71200	207	907	0	----	----	SPECIAL EDUCATION PROGRAM	1,700.00	0.00	0.00	0.00	0.00
142 E	71200	208	907	0	----	----	SPECIAL EDUCATION PROGRAM	25.00	0.00	0.00	0.00	0.00
142 E	71200	212	907	0	----	----	SPECIAL EDUCATION PROGRAM	70.00	0.00	0.00	0.00	0.00
142 E	71200	----	907	-----	----	----	SPECIAL EDUCATION PROGRAM	6,789.93	0.00	0.00	0.00	0.00
99100												
142 E	99100	504	907	0	----	----	TRANSFERS OUT	275.00	0.00	0.00	0.00	0.00
142 E	99100	----	907	-----	----	----	TRANSFERS OUT	275.00	0.00	0.00	0.00	0.00
142 E	-----	----	907	-----	----	----	Expense	7,064.93	0.00	0.00	0.00	0.00
142 E	-----	----	907	-----	----	----	IDEA ARP	0.00	0.00	0.00	0.00	0.00

Fnd T Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget
916											
47145											
142 R	47145	000	916	0	----	----	71,971.00	78,427.60	56,190.23		72,852.00
142 R	47145	---	916	----	----	----	71,971.00	78,427.60	56,190.23		72,852.00
142 R	-----	---	916	-----	----	----	71,971.00	78,427.60	56,190.23		72,852.00
71200											
142 E	71200	163	916	0	----	----	51,808.22	58,140.60	45,523.06		51,846.00
142 E	71200	201	916	0	----	----	2,990.14	3,211.00	2,625.14		3,011.00
142 E	71200	204	916	0	----	----	3,704.46	3,987.00	3,254.78		3,737.00
142 E	71200	206	916	0	----	----	48.00	70.00	44.00		70.00
142 E	71200	207	916	0	----	----	11,278.40	11,963.00	9,865.60		11,582.00
142 E	71200	208	916	0	----	----	195.92	203.00	158.70		203.00
142 E	71200	212	916	0	----	----	699.24	703.00	613.89		703.00
142 E	71200	429	916	0	----	----	35.30	100.00	92.26		0.00
142 E	71200	---	916	-----	----	----	70,759.68	78,427.60	62,177.43		71,152.00
99100											
142 E	99100	504	916	0	----	----	2,481.98	0.00	0.00		1,700.00
142 E	99100	---	916	-----	----	----	2,481.98	0.00	0.00		1,700.00
142 E	-----	---	916	-----	----	----	73,241.66	78,427.60	62,177.43		72,852.00
142 -	-----	---	916	-----	----	----	0.00	0.00	-5,967.20		0.00

Fnd T	Acct	Obj	Pri	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budge	Revised Budget	Actual	Proposed Budget
932	47301			ESSEER 2.0								
				FED THROUGH THE STATE-COVID19								
142 R	47301	000	932	0	----	----	FED THROUGH THE STATE-COVID19	145,154.01	0.00	0.00	0.00	0.00
142 R	47301	---	932	----	----	----	FED THROUGH THE STATE-COVID19	145,154.01	0.00	0.00	0.00	0.00
142 R	-----	---	932	-----	----	----	Revenue	145,154.01	0.00	0.00	0.00	0.00
71100				REGULAR INSTRUCTION PROGRAM								
142 E	71100	429	932	0	----	----	REGULAR INSTRUCTION PROGRAM	5,886.00	0.00	0.00	0.00	0.00
142 E	71100	471	932	0	----	----	REGULAR INSTRUCTION PROGRAM	74,964.00	0.00	0.00	0.00	0.00
142 E	71100	---	932	-----	----	----	REGULAR INSTRUCTION PROGRAM	80,850.00	0.00	0.00	0.00	0.00
72130				OTHER STUDENT SUPPORT								
142 E	72130	322	932	0	----	----	OTHER STUDENT SUPPORT	22,901.00	0.00	0.00	0.00	0.00
142 E	72130	---	932	-----	----	----	OTHER STUDENT SUPPORT	22,901.00	0.00	0.00	0.00	0.00
72210				REGULAR INSTRUCTION PROGRAM								
142 E	72210	399	932	0	----	----	REGULAR INSTRUCTION PROGRAM	11,482.00	0.00	0.00	0.00	0.00
142 E	72210	499	932	0	----	----	REGULAR INSTRUCTION PROGRAM	1,350.00	0.00	0.00	0.00	0.00
142 E	72210	524	932	0	----	----	REGULAR INSTRUCTION PROGRAM	13,690.00	0.00	0.00	0.00	0.00
142 E	72210	790	932	0	----	----	REGULAR INSTRUCTION PROGRAM	9,268.00	0.00	0.00	0.00	0.00
142 E	72210	---	932	-----	----	----	REGULAR INSTRUCTION PROGRAM	35,790.00	0.00	0.00	0.00	0.00



Fnd T Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget

933			ESSER 3.0								
47301			FED THROUGH THE STATE-COVID19								

142 R	47301	000	933	0	---	FED THROUGH THE STATE-COVID19	7,358,981.67	0.00	0.00	1,308,129.45	0.00
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142 R	47301	---	933	---	---	FED THROUGH THE STATE-COVID19	7,358,981.67	0.00	0.00	1,308,129.45	0.00
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47401			ARP-FED THROUGH THE STATE								
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142 R	47401	000	933	0	----	ARP-FED THROUGH THE STATE	0.00	0.00	1,089,689.15	0.00	0.00
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142 R	47401	---	933	-----	----	ARP-FED THROUGH THE STATE	0.00	0.00	1,089,689.15	0.00	0.00
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142 R	-----	---	933	-----	----	Revenue	7,358,981.67	0.00	1,089,689.15	1,308,129.45	0.00
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71100			REGULAR INSTRUCTION PROGRAM								
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142 E	71100	116	933	0	----	REGULAR INSTRUCTION PROGRAM	524,465.75	0.00	0.00	0.00	0.00
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142 E	71100	163	933	0	----	REGULAR INSTRUCTION PROGRAM	453,500.00	0.00	0.00	0.00	0.00
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142 E	71100	189	933	0	----	REGULAR INSTRUCTION PROGRAM	62,725.13	0.00	0.00	0.00	0.00
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142 E	71100	201	933	0	----	REGULAR INSTRUCTION PROGRAM	59,327.58	0.00	0.00	0.00	0.00
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142 E	71100	204	933	0	----	REGULAR INSTRUCTION PROGRAM	74,755.00	0.00	0.00	0.00	0.00
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142 E	71100	206	933	0	----	REGULAR INSTRUCTION PROGRAM	753.99	0.00	0.00	0.00	0.00
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142 E	71100	207	933	0	----	REGULAR INSTRUCTION PROGRAM	184,996.11	0.00	0.00	0.00	0.00
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142 E	71100	208	933	0	----	REGULAR INSTRUCTION PROGRAM	2,582.40	0.00	0.00	0.00	0.00
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142 E	71100	212	933	0	----	REGULAR INSTRUCTION PROGRAM	14,060.76	0.00	0.00	0.00	0.00
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142 E	71100	429	933	0	----	REGULAR INSTRUCTION PROGRAM	14,545.80	0.00	41,933.98	41,933.98	0.00
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142 E	71100	471	933	0	----	REGULAR INSTRUCTION PROGRAM	756,501.46	0.00	534,746.75	534,746.75	0.00
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142 E	71100	722	933	0	----	REGULAR INSTRUCTION PROGRAM	0.00	0.00	404,877.99	404,877.99	0.00
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142 E	71100	---	933	-----	----	REGULAR INSTRUCTION PROGRAM	2,148,213.98	0.00	981,558.72	981,558.72	0.00
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Fnd T Acct	Obj	Prj	Loc	Pg	Acct	Obj	2023-24		2024-25		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget			
933					ESSER 3.0									
72210					REGULAR INSTRUCTION PROGRAM									
142 E 72210	105	933	0	----	REGULAR INSTRUCTION PROGRAM	96,169.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	189	933	0	----	OTHER SALARIES & WAGES	42,550.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	201	933	0	----	SOCIAL SECURITY	5,445.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	204	933	0	----	STATE RETIREMENT	7,941.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	206	933	0	----	LIFE INSURANCE	24.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	207	933	0	----	MEDICAL INSURANCE	16,184.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	208	933	0	----	DENTAL INSURANCE	160.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	212	933	0	----	EMPLOYER MEDICARE LIABILITY	1,820.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	355	933	0	----	TRAVEL	2,281.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72210	399	933	0	----	OTHER CONTRACTED SERVICES	11,482.00	0.00	33,222.00	33,222.00	33,222.00	33,222.00	0.00	0.00	0.00
142 E 72210	499	933	0	----	OTHER SUPPLIES AND MATERIALS	3,222.57	0.00	1,873.80	1,873.80	1,873.80	1,873.80	0.00	0.00	0.00
142 E 72210	524	933	0	----	INSERVICE/STAFF DEVELOPMENT	6,399.46	0.00	6,191.90	6,191.90	6,191.90	6,191.90	0.00	0.00	0.00
142 E 72210	790	933	0	----	OTHER EQUIPMENT	0.00	0.00	52,492.03	52,492.03	52,492.03	52,492.03	0.00	0.00	0.00
142 E 72210	---	933	----	----	REGULAR INSTRUCTION PROGRAM	193,682.07	0.00	93,779.73	93,779.73	93,779.73	93,779.73	0.00	0.00	0.00
72250					TECHNOLOGY									
142 E 72250	307	933	0	----	TECHNOLOGY	2,048.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72250	790	933	0	----	TECHNOLOGY	75,527.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 72250	---	933	----	----	TECHNOLOGY	77,576.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
76100					REGULAR CAPITAL OUTLAY									
142 E 76100	707	933	0	----	REGULAR CAPITAL OUTLAY	1,829,363.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
142 E 76100	---	933	----	----	REGULAR CAPITAL OUTLAY	1,829,363.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
99100					TRANSFERS OUT									
142 E 99100	504	933	0	----	TRANSFERS OUT	52,051.71	0.00	14,350.70	14,350.70	14,350.70	14,350.70	0.00	0.00	0.00
142 E 99100	---	933	----	----	TRANSFERS OUT	52,051.71	0.00	14,350.70	14,350.70	14,350.70	14,350.70	0.00	0.00	0.00



Fnd T Acct	Obj	Prj	Loc	Prg	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget
935											
47307											
142 R	47307	000	935	0	----	----	71,250.00	0.00	0.00	0.00	0.00
142 R	47307	---	935	----	----	----	71,250.00	0.00	0.00	0.00	0.00
142 R	-----	---	935	-----	---	---	71,250.00	0.00	0.00	0.00	0.00
72210											
142 E	72210	399	935	0	----	----	71,250.00	0.00	0.00	0.00	0.00
142 E	72210	---	935	-----	----	----	71,250.00	0.00	0.00	0.00	0.00
142 E	-----	---	935	-----	----	----	71,250.00	0.00	0.00	0.00	0.00
142	-----	---	935	-----	---	---	0.00	0.00	0.00	0.00	0.00

End T Acct	Obj	Prj	Loc	Prq	Acct	2023-24	2024-25	2024-25	2024-25	2025-2026
						Actual	Original Budget	Revised Budget	Actual	Proposed Budget

938			TN ALL Corps							
47401			ARP-FED THROUGH THE STATE							
142 R	47401	000	938	0	---	228,238.12	0.00	0.00	0.00	0.00
142 R	47401	---	938	---	---	228,238.12	0.00	0.00	0.00	0.00
142 R	---	---	938	---	---	228,238.12	0.00	0.00	0.00	0.00

71100	REGULAR INSTRUCTION PROGRAM									
142 E	71100	116	938	0	---	129,700.12	0.00	0.00	0.00	0.00
142 E	71100	163	938	0	---	43,019.02	0.00	0.00	0.00	0.00
142 E	71100	201	938	0	---	7,869.31	0.00	0.00	0.00	0.00
142 E	71100	204	938	0	---	3,637.62	0.00	0.00	0.00	0.00
142 E	71100	206	938	0	---	50.00	0.00	0.00	0.00	0.00
142 E	71100	207	938	0	---	2,540.00	0.00	0.00	0.00	0.00
142 E	71100	208	938	0	---	69.20	0.00	0.00	0.00	0.00
142 E	71100	212	938	0	---	2,553.76	0.00	0.00	0.00	0.00
142 E	71100	429	938	0	---	2,497.50	0.00	0.00	0.00	0.00
142 E	71100	---	938	---	---	191,936.53	0.00	0.00	0.00	0.00

72210	REGULAR INSTRUCTION PROGRAM									
142 E	72210	189	938	0	---	25,500.00	0.00	0.00	0.00	0.00
142 E	72210	201	938	0	---	1,399.81	0.00	0.00	0.00	0.00
142 E	72210	204	938	0	---	1,807.71	0.00	0.00	0.00	0.00
142 E	72210	212	938	0	---	327.39	0.00	0.00	0.00	0.00
142 E	72210	499	938	0	---	1,944.63	0.00	0.00	0.00	0.00
142 E	72210	599	938	0	---	5,322.05	0.00	0.00	0.00	0.00
142 E	72210	---	938	---	---	36,301.59	0.00	0.00	0.00	0.00

142 E	---	---	938	---	---	228,238.12	0.00	0.00	0.00	0.00
TEACHERS										
AIDES										
SOCIAL SECURITY										
STATE RETIREMENT										
LIFE INSURANCE										
MEDICAL INSURANCE										
DENTAL INSURANCE										
EMPLOYER MEDICARE LIABILITY										
INSTRUCTIONAL SUPPLIES										
OTHER SALARIES & WAGES										
SOCIAL SECURITY										
STATE RETIREMENT										
EMPLOYER MEDICARE LIABILITY										
OTHER SUPPLIES AND MATERIALS										
OTHER CHARGES										
Expense										

Fund T	Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
938												
	00000											
							0.00	0.00	0.00	0.00	0.00	0.00
142							0.00	0.00	0.00	0.00	0.00	0.00

142 - ----- --- 938 ----- --- TN ALL Corps

Fnd T	Acct	Obj	Prj	Loc	Pig	Acct	Obj	2023-24		2024-25		2025-2026	
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
941													
47590													
142 R	47590	000	941	0	----	----	OTHER FEDERAL THROUGH STATE	252,782.24	0.00	0.00	22,151.56	0.00	0.00
142 R	47590	----	941	-----	----	----	OTHER FEDERAL THROUGH STATE	252,782.24	0.00	0.00	22,151.56	0.00	0.00
142 R	-----	----	941	-----	----	-----	Revenue	252,782.24	0.00	0.00	22,151.56	0.00	0.00
71100													
142 E	71100	195	941	0	----	----	REGULAR INSTRUCTION PROGRAM	1,420.00	0.00	0.00	0.00	0.00	0.00
142 E	71100	198	941	0	----	----	REGULAR INSTRUCTION PROGRAM	4,781.25	0.00	0.00	0.00	0.00	0.00
142 E	71100	201	941	0	----	----	REGULAR INSTRUCTION PROGRAM	296.99	0.00	0.00	0.00	0.00	0.00
142 E	71100	212	941	0	----	----	REGULAR INSTRUCTION PROGRAM	89.88	0.00	0.00	0.00	0.00	0.00
142 E	71100	----	941	-----	----	-----	Revenue	6,588.12	0.00	0.00	0.00	0.00	0.00
72130													
142 E	72130	130	941	0	----	----	OTHER STUDENT SUPPORT	108,233.45	0.00	0.00	19,338.44	0.00	0.00
142 E	72130	201	941	0	----	----	OTHER STUDENT SUPPORT	2,488.77	0.00	0.00	1,198.99	0.00	0.00
142 E	72130	204	941	0	----	----	OTHER STUDENT SUPPORT	1,103.17	0.00	0.00	0.00	0.00	0.00
142 E	72130	212	941	0	----	----	OTHER STUDENT SUPPORT	1,565.36	0.00	0.00	280.41	0.00	0.00
142 E	72130	399	941	0	----	----	OTHER STUDENT SUPPORT	8,000.00	0.00	0.00	0.00	0.00	0.00
142 E	72130	790	941	0	----	----	OTHER STUDENT SUPPORT	10,290.00	0.00	0.00	0.00	0.00	0.00
142 E	72130	----	941	-----	----	-----	Revenue	131,680.75	0.00	0.00	20,817.84	0.00	0.00
72210													
142 E	72210	189	941	0	----	----	REGULAR INSTRUCTION PROGRAM	3,666.52	0.00	0.00	0.00	0.00	0.00
142 E	72210	201	941	0	----	----	REGULAR INSTRUCTION PROGRAM	205.71	0.00	0.00	0.01	0.00	0.00
142 E	72210	204	941	0	----	----	REGULAR INSTRUCTION PROGRAM	281.13	0.00	0.00	0.00	0.00	0.00
142 E	72210	212	941	0	----	----	REGULAR INSTRUCTION PROGRAM	48.04	0.00	0.00	0.01	0.00	0.00
142 E	72210	499	941	0	----	----	REGULAR INSTRUCTION PROGRAM	54,045.87	0.00	0.00	0.00	0.00	0.00

Fnd T	Acct	Obj	Prj	Loc	Prg	Acct	Obj	2023-24		2024-25		2025-2026	
								Actual	Original Budge	Revised Budget	Actual	Proposed Budget	
941													
	72210												
	142 E	72210	524	941	0	---	REGULAR INSTRUCTION PROGRAM	78,989.66	0.00	0.00	0.00	0.00	0.00
							INSERVICE/STAFF DEVELOPMENT						
	142 E	72210	---	941	---	---	REGULAR INSTRUCTION PROGRAM	137,236.93	0.00	0.00	0.02	0.00	0.00
							Expense	275,505.80	0.00	0.00	20,817.86	0.00	0.00
	142 E	---	---	941	---	---	RESILIENT SCHOOL COMMUNITIES	-22,723.56	0.00	0.00	1,333.70	0.00	0.00



Fnd T Acct	Obj	Prj	Loc	Prg	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget
951											
47309											
142 R	47309	000	951	0	----	COVID-19 GRANT D	123,615.41	0.00	87,800.00	64,481.43	0.00
142 R	47309	---	951	----	----	COVID-19 GRANT D	123,615.41	0.00	87,800.00	64,481.43	0.00
142 R	-----	951	-----	----	----	Revenue	123,615.41	0.00	87,800.00	64,481.43	0.00
71100											
142 E	71100	195	951	0	----	REGULAR INSTRUCTION PROGRAM	9,270.00	0.00	0.00	0.00	0.00
142 E	71100	201	951	0	----	REGULAR INSTRUCTION PROGRAM	586.00	0.00	0.00	0.00	0.00
142 E	71100	212	951	0	----	REGULAR INSTRUCTION PROGRAM	144.00	0.00	0.00	0.00	0.00
142 E	71100	429	951	0	----	REGULAR INSTRUCTION PROGRAM	39,898.43	0.00	15,000.00	14,954.74	0.00
142 E	71100	---	951	-----	----	REGULAR INSTRUCTION PROGRAM	49,898.43	0.00	15,000.00	14,954.74	0.00
72210											
142 E	72210	399	951	0	----	REGULAR INSTRUCTION PROGRAM	72,800.00	0.00	72,800.00	54,600.00	0.00
142 E	72210	524	951	0	----	REGULAR INSTRUCTION PROGRAM	916.98	0.00	0.00	0.00	0.00
142 E	72210	---	951	-----	----	REGULAR INSTRUCTION PROGRAM	73,716.98	0.00	72,800.00	54,600.00	0.00
142 E	-----	951	-----	----	----	Expense	123,615.41	0.00	87,800.00	69,554.74	0.00
142 -	-----	951	-----	----	----	HQIM LITERACY IMPLEMENT NETWORK	0.00	0.00	0.00	-5,073.31	0.00



Fnd T	Acct	Obj	Prj	Loc	Prq	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
995												
46990												
142 R	46990	000	995	0	----	----	0.00	0.00	11,140.81	1,858.80	0.00	0.00
142 R	46990	---	995	-----	----	----	0.00	0.00	11,140.81	1,858.80	0.00	0.00
142 R	-----	---	995	-----	----	----	0.00	0.00	11,140.81	1,858.80	0.00	0.00
71100												
142 E	71100	116	995	0	----	----	0.00	0.00	8,032.50	8,032.50	0.00	0.00
142 E	71100	201	995	0	----	----	0.00	0.00	444.35	444.35	0.00	0.00
142 E	71100	204	995	0	----	----	0.00	0.00	642.61	642.61	0.00	0.00
142 E	71100	206	995	0	----	----	0.00	0.00	3.00	3.00	0.00	0.00
142 E	71100	207	995	0	----	----	0.00	0.00	1,892.40	1,892.40	0.00	0.00
142 E	71100	208	995	0	----	----	0.00	0.00	22.03	22.03	0.00	0.00
142 E	71100	212	995	0	----	----	0.00	0.00	103.92	103.92	0.00	0.00
142 E	71100	---	995	-----	----	----	0.00	0.00	11,140.81	11,140.81	0.00	0.00
142 E	-----	---	995	-----	----	----	0.00	0.00	11,140.81	11,140.81	0.00	0.00
142 -	-----	---	995	-----	----	----	0.00	0.00	0.00	-9,282.01	0.00	0.00



**Fund Balance Analysis  
Putnam County Schools  
Fund 142 (School Federal Projects)**

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Fund Balance 7/1	1,090,274	1,003,980	3,056,657	2,672,343	3,060,427	3,000,000	3,000,000
Add: Revenue	7,274,795	13,598,793	19,242,391	21,297,522	17,317,373	10,908,200 (Estimated)	8,159,286 (Proposed)
Less: Expenditures	7,361,089	11,546,116	19,626,705	20,909,438	17,377,800	10,908,200 (Estimated)	8,159,286 (Proposed)
Fund Balance 6/30	1,003,980	3,056,657	2,672,343	3,060,427	3,000,000	3,000,000 (Estimated)	3,000,000 (Proposed)

**Putnam County, Tennessee**

**Central Cafeteria Budget**

**Fund 143**

**For Fiscal Year**

**July 1, 2025 to June 30, 2026**

Fnd T Acct	Obj	Prj	Loc	Prq	Acct	Obj	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
43521					LUNCH PAYMENTS - CHILDREN							
143 R 43521	000	000	0	----	---	LUNCH PAYMENTS - CHILDREN	684,039.89	990,000.00	990,000.00	470,557.24	991,000.00	991,000.00
143 R 43521	---	---	---	-----	---	LUNCH PAYMENTS - CHILDREN	684,039.89	990,000.00	990,000.00	470,557.24	991,000.00	991,000.00
43522					LUNCH PAYMENTS - ADULTS							
143 R 43522	000	000	0	----	---	LUNCH PAYMENTS - ADULTS	61,260.50	49,500.00	49,500.00	55,377.90	64,500.00	64,500.00
143 R 43522	---	---	---	-----	---	LUNCH PAYMENTS - ADULTS	61,260.50	49,500.00	49,500.00	55,377.90	64,500.00	64,500.00
43523					INCOME FROM BREAKFAST							
143 R 43523	000	000	0	----	---	INCOME FROM BREAKFAST	91,195.88	2,750.00	2,750.00	394.00	2,690.00	2,690.00
143 R 43523	---	---	---	-----	---	INCOME FROM BREAKFAST	91,195.88	2,750.00	2,750.00	394.00	2,690.00	2,690.00
43525					A LA CARTE SALES							
143 R 43525	000	000	0	----	---	A LA CARTE SALES	651,261.90	455,000.00	455,000.00	475,784.85	944,579.00	944,579.00
143 R 43525	---	---	---	-----	---	A LA CARTE SALES	651,261.90	455,000.00	455,000.00	475,784.85	944,579.00	944,579.00
44110					INTEREST EARNED							
143 R 44110	000	000	0	----	---	INTEREST EARNED	205,926.03	0.00	0.00	105,374.34	100,000.00	100,000.00
143 R 44110	---	---	---	-----	---	INTEREST EARNED	205,926.03	0.00	0.00	105,374.34	100,000.00	100,000.00
44170					MISCELLANEOUS REFUNDS							
143 R 44170	000	000	0	----	---	MISCELLANEOUS REFUNDS	11,861.46	0.00	0.00	11,943.33	0.00	0.00
143 R 44170	---	---	---	-----	---	MISCELLANEOUS REFUNDS	11,861.46	0.00	0.00	11,943.33	0.00	0.00

Fnd T	Acct	Obj	Prj	Loc	Prj	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
								Actual	Original Budget	Revised Budget	Actual	Proposed Budget
44180												
143 R	44180	000	000	0	----	----		0.00	0.00	0.00	886.00	0.00
143 R	44180	----	----	----	----	----		0.00	0.00	0.00	886.00	0.00
44530												
143 R	44530	000	000	0	----	----	2,104.00	0.00	0.00	0.00	0.00	0.00
143 R	44530	----	----	----	----	----	2,104.00	0.00	0.00	0.00	0.00	0.00
46520												
143 R	46520	000	000	0	----	----	57,119.99	66,000.00	66,000.00	66,000.00	56,568.60	71,000.00
143 R	46520	----	----	----	----	----	57,119.99	66,000.00	66,000.00	66,000.00	56,568.60	71,000.00
47111												
143 R	47111	000	000	0	----	----	3,923,270.85	2,855,000.00	2,855,000.00	2,855,000.00	3,050,226.22	4,355,000.00
143 R	47111	----	----	----	----	----	3,923,270.85	2,855,000.00	2,855,000.00	2,855,000.00	3,050,226.22	4,355,000.00
47112												
143 R	47112	000	000	0	----	----	576,660.71	571,665.00	571,665.00	571,665.00	0.00	571,146.00
143 R	47112	----	----	----	----	----	576,660.71	571,665.00	571,665.00	571,665.00	0.00	571,146.00
47113												
143 R	47113	000	000	0	----	----	1,674,644.57	1,700,085.00	1,700,085.00	1,700,085.00	1,161,030.23	1,600,085.00
143 R	47113	----	----	----	----	----	1,674,644.57	1,700,085.00	1,700,085.00	1,700,085.00	1,161,030.23	1,600,085.00

Fnd T Acct	Obj	Prj	Loc	PIG	Acct	Obj	2023-24	2024-25	2024-25	2024-25	2025-2026
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget
47114					USDA - OTHER						
143 R	47114	000	000	0	----	USDA - OTHER	295,080.17	675,000.00	675,000.00	39,747.84	200,000.00
143 R	47114	---	---	---	----	USDA - OTHER	295,080.17	675,000.00	675,000.00	39,747.84	200,000.00
47590					OTHER FEDERAL THROUGH STATE						
143 R	47590	000	000	0	----	OTHER FEDERAL THROUGH STATE	528,557.40	1,885,000.00	1,885,000.00	530,337.86	900,000.00
143 R	47590	---	---	---	----	OTHER FEDERAL THROUGH STATE	528,557.40	1,885,000.00	1,885,000.00	530,337.86	900,000.00
143 R	-----	---	---	---	----	Revenue	8,762,983.35	9,250,000.00	9,250,000.00	5,958,228.41	9,800,000.00

Fnd T Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2024-25		2025-2026	
						Actual	Original Budget	Revised Budget	Actual	Proposed Budget			
73100													
					FOOD SERVICE								
143 E 73100	165	000	0	----	----	FOOD SERVICE	2,682,598.14	2,940,000.00	2,640,000.00	2,666,333.54	2,980,000.00		
143 E 73100	199	000	0	----	----	FOOD SERVICE	3,190.00	0.00	4,000.00	3,110.00	0.00		
143 E 73100	201	000	0	----	----	FOOD SERVICE	158,085.86	155,000.00	155,000.00	156,141.98	184,760.00		
143 E 73100	204	000	0	----	----	FOOD SERVICE	133,330.27	150,000.00	150,000.00	133,009.77	155,000.00		
143 E 73100	206	000	0	----	----	FOOD SERVICE	1,461.22	2,735.00	2,735.00	1,313.14	2,784.00		
143 E 73100	207	000	0	----	----	FOOD SERVICE	334,471.52	375,000.00	385,000.00	381,024.40	385,000.00		
143 E 73100	208	000	0	----	----	FOOD SERVICE	6,322.52	15,000.00	12,500.00	7,072.52	14,000.00		
143 E 73100	210	000	0	----	----	FOOD SERVICE	331.10	4,000.00	4,000.00	331.10	4,600.00		
143 E 73100	212	000	0	----	----	FOOD SERVICE	37,169.59	43,000.00	43,000.00	36,785.73	43,210.00		
143 E 73100	307	000	0	----	----	FOOD SERVICE	7,401.11	30,000.00	25,000.00	6,922.25	25,000.00		
143 E 73100	336	000	0	----	----	FOOD SERVICE	61,571.98	125,000.00	115,000.00	80,923.89	115,000.00		
143 E 73100	355	000	0	----	----	FOOD SERVICE	8,749.83	30,000.00	23,000.00	9,811.77	30,000.00		
143 E 73100	399	000	0	----	----	FOOD SERVICE	65,331.11	85,000.00	85,000.00	58,946.94	80,000.00		
143 E 73100	421	000	0	----	----	FOOD SERVICE	416,673.58	354,000.00	400,000.00	380,249.13	355,000.00		
143 E 73100	422	000	0	----	----	FOOD SERVICE	4,051,715.33	3,150,000.00	3,371,500.00	3,952,988.84	3,625,000.00		
143 E 73100	435	000	0	----	----	FOOD SERVICE	35,068.18	35,000.00	35,000.00	22,586.52	30,000.00		
143 E 73100	469	000	0	----	----	FOOD SERVICE	576,660.71	571,665.00	571,665.00	0.00	571,146.00		
143 E 73100	499	000	0	----	----	FOOD SERVICE	14,762.67	40,000.00	40,000.00	15,585.40	40,000.00		
143 E 73100	524	000	0	----	----	FOOD SERVICE	13,869.59	37,000.00	30,000.00	9,292.86	33,000.00		
143 E 73100	533	000	0	----	----	FOOD SERVICE	371.50	3,100.00	3,100.00	74.30	3,500.00		
143 E 73100	599	000	0	----	----	FOOD SERVICE	16,105.07	40,000.00	40,000.00	9,611.10	45,000.00		
143 E 73100	710	000	0	----	----	FOOD SERVICE	253,910.48	250,000.00	250,000.00	80,487.49	250,000.00		
143 E 73100	----	----	----	----	----	FOOD SERVICE	8,879,151.36	8,435,500.00	8,385,500.00	8,012,602.67	8,972,000.00		
99100					TRANSFERS OUT								
143 E 99100	590	000	0	----	----	TRANSFERS OUT	814,501.62	814,500.00	864,500.00	730,892.10	828,000.00		
143 E 99100	----	----	----	----	----	TRANSFERS OUT	814,501.62	814,500.00	864,500.00	730,892.10	828,000.00		
143 E	----	----	----	----	Expense		9,693,652.98	9,250,000.00	9,250,000.00	8,743,494.77	9,800,000.00		

End T Acct	Obj	Prj	Loc	Prq	Acct	2023-24 Actual	2024-25 Original Budget	2024-25 Revised Budget	2024-25 Actual	2025-2026 Proposed Budget
Grand Revenue Totals						8,762,993.35	9,250,000.00	9,250,000.00	5,958,228.41	9,800,000.00
Grand Expense Totals						9,693,652.98	9,250,000.00	9,250,000.00	8,743,494.77	9,800,000.00
Grand Totals						930,669.63	0.00	0.00	2,785,266.36	0.00
									Loss	

Number of Accounts: 598

\*\*\*\*\* End of report \*\*\*\*\*

**Fund Balance Analysis  
Putnam County Schools  
Fund 143 (Central Cafeteria Fund)**

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Fund Balance 7/1	1,137,876	1,528,547	2,184,941	5,178,463	5,411,235	4,676,640	4,676,640
Add: Revenue	7,119,315	8,017,651	11,423,293	8,817,335	8,762,985	9,250,000 (Estimated)	9,800,000 (Proposed)
Less: Expenditures	6,728,644	7,361,257	8,429,771	8,584,563	9,497,580	9,250,000 (Estimated)	9,800,000 (Proposed)
Fund Balance 6/30	1,528,547	2,184,941	5,178,463	5,411,235	4,676,640	4,676,640 (Estimated)	4,676,640 (Proposed)

**Putnam County, Tennessee**  
**Extended School Program Budget**  
**Fund 146**  
**For Fiscal Year**  
**July 1, 2025 to June 30, 2026**

Fnd T	Acct	Obj	Prj	Loc	Prgr	Acct	2023-24		2024-25		2025-2026	
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget	
43581							COMMUNITY SERVICE FEES - CHILD					
146 R	43581	000	000	0	----	----	1,438,506.55	1,714,210.00	1,714,210.00	1,248,773.71	1,663,210.00	1,663,210.00
146 R	43581	----	----	----	----	----	1,438,506.55	1,714,210.00	1,714,210.00	1,248,773.71	1,663,210.00	1,663,210.00
47590							OTHER FEDERAL THROUGH STATE					
146 R	47590	000	000	0	----	----	139,350.20	0.00	0.00	177,835.89	229,540.00	229,540.00
146 R	47590	----	----	----	----	----	139,350.20	0.00	0.00	177,835.89	229,540.00	229,540.00
146 R	-----	-----	-----	-----	-----	-----	1,577,856.75	1,714,210.00	1,714,210.00	1,426,609.60	1,892,750.00	1,892,750.00

Revenue

Fnd T	Acct	Obj	Pri	Loc	Prg	Acct	2023-24		2024-25		2024-25		2025-2026		
							Actual	Original Budget	Revised Budget	Actual	Proposed Budget				
73300						COMMUNITY SERVICES									
146 E	73300	189	000	0	----	COMMUNITY SERVICES	1,369,017.08	1,377,000.00	1,377,000.00	1,191,361.52	1,534,260.00				
146 E	73300	199	000	0	----	COMMUNITY SERVICES	240.00	240.00	240.00	220.00	240.00				
146 E	73300	201	000	0	----	COMMUNITY SERVICES	82,993.54	83,800.00	83,800.00	73,086.05	93,800.00				
146 E	73300	204	000	0	----	COMMUNITY SERVICES	23,422.00	43,400.00	43,400.00	22,852.16	43,400.00				
146 E	73300	206	000	0	----	COMMUNITY SERVICES	171.48	850.00	850.00	154.94	850.00				
146 E	73300	207	000	0	----	COMMUNITY SERVICES	53,339.69	65,600.00	65,600.00	40,340.80	65,600.00				
146 E	73300	208	000	0	----	COMMUNITY SERVICES	672.92	1,220.00	1,220.00	529.17	1,300.00				
146 E	73300	210	000	0	----	COMMUNITY SERVICES	886.00	1,900.00	1,900.00	0.00	1,900.00				
146 E	73300	212	000	0	----	COMMUNITY SERVICES	19,616.41	19,700.00	19,700.00	17,092.97	20,900.00				
146 E	73300	355	000	0	----	COMMUNITY SERVICES	2,143.31	2,500.00	2,500.00	1,456.28	2,500.00				
146 E	73300	422	000	0	----	COMMUNITY SERVICES	19,061.72	24,000.00	24,000.00	12,691.00	24,000.00				
146 E	73300	509	000	0	----	COMMUNITY SERVICES	2,309.47	5,000.00	5,000.00	1,020.91	5,000.00				
146 E	73300	599	000	0	----	COMMUNITY SERVICES	74,763.25	79,000.00	79,000.00	52,466.88	84,000.00				
146 E	73300	790	000	0	----	COMMUNITY SERVICES	8,697.85	10,000.00	20,000.00	4,249.68	15,000.00				
146 E	73300	----	----	----	----	COMMUNITY SERVICES	1,657,334.72	1,714,210.00	1,724,210.00	1,417,522.36	1,892,750.00				
146 E	----	----	----	----	----	Expense	1,657,334.72	1,714,210.00	1,724,210.00	1,417,522.36	1,892,750.00				



**Fund Balance Analysis  
Putnam County Schools  
Fund 146 (Extended School Program)**

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Fund Balance 7/1	750,839	595,794	1,286,969	1,655,878	1,612,599	1,533,059	1,523,059
Add: Revenue	1,054,721	1,956,824	1,632,366	1,432,876	1,577,857	1,714,210 (Estimated)	1,892,750 (Proposed)
Less: Expenditures	1,209,766	1,265,649	1,263,457	1,476,155	1,657,397	1,724,210 (Estimated)	1,892,750 (Proposed)
Fund Balance 6/30	595,794	1,286,969	1,655,878	1,612,599	1,533,059	1,523,059 (Estimated)	1,523,059 (Proposed)



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

Date \_\_\_\_\_ 8/7/2025  
Department Finance  
Person Submitting Mark McReynolds  
Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$68,487.30 and SouthEast Bank (retainage) in the amount of \$3,604.60 for pay application #4 related to the Northeast Elementary HVAC Upgrades project to be paid from the Putnam County Capital Project Fund.

**received**  
7-31-25 MT CA

# APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

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PAGES

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

PROJECT:  
Northeast Elementary HVAC Upgrades

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

VIA ARCHITECT:

APPLICATION NO: Four (4)

Distribution to:

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

PERIOD TO: 7/30/25

PROJECT NOS:

CONTRACT DATE:

## CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$	785,750.00
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	785,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	531,274.95
5. RETAINAGE:		
a. 5% of Completed Work (Column D + E on G703)	\$	26,563.75
b. _____ of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	26,563.75
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	504,711.20
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	436,223.90
8. CURRENT PAYMENT DUE	\$	68,487.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	281,038.80

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

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

CONTRACTOR:

By: Michelle Jensen Date: 7-30-25

State of: Tennessee County of: Putnam Overton

Subscribed and sworn to before me this 30<sup>th</sup> day of July, 2025

Notary Public: Rebecca Phillips

My Commission expires: 9/30/25

## ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED .....\$ \_\_\_\_\_

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

ARCHITECT:

By: \_\_\_\_\_ Date: \_\_\_\_\_

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

THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992  
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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing

Contractor's signed certification is attached.

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

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

APPLICATION NO: Four (4)  
APPLICATION DATE: 7/30/2025

PERIOD TO: 7/30/2025

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD						
	Punnam Co. Board of Education - Northeast Elementary HVAC Upgrades									
	<b>Contract \$785,750.00</b>									
1	Equipment	\$433,477.00	\$190,000.00			\$243,477.00	\$433,477.00	100.00%		\$21,673.85
2	Controls	\$55,947.87				\$55,947.87	\$55,947.87	100.00%		\$2,797.39
3	Rigging	\$5,000.00	\$2,500.00			\$2,500.00	\$2,500.00	50.00%	\$2,500.00	\$125.00
4	Material	\$89,601.81	\$8,960.18			\$8,960.18	\$8,960.18	10.00%	\$80,641.63	\$448.01
5	Labor	\$109,513.32	\$16,000.00			\$16,000.00	\$16,000.00	14.61%	\$93,513.32	\$800.00
6	Contingency	\$92,210.00		\$14,389.00			\$14,389.00	15.60%	\$77,821.00	\$719.45
	<b>GRAND TOTALS</b>	\$785,750.00	\$217,460.18	\$14,389.00	\$299,424.87	\$531,274.05	67.61%	\$254,475.95		\$26,563.70



# INVOICE

## Stone Service Corp

PO Box 49293  
 Cookeville, TN 38506  
 Phone

INVOICE #: INV10305707  
 DATE: 07/30/2025

**BILL TO:** Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, TN 38506

**JOB:** Northeast Elementary HVAC Upgrades  
 575 North Old Kentucky Road  
 Cookeville, TN 38501

PAYMENT TERMS	DUE DATE
Net 30	08/29/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$785,750.00 Work completed to date: \$531,274.95 Less 5% Retainage: \$26,563.75 Less previous billing: \$436,223.90 = \$68,487.30	1	\$57,702.00	\$57,702.00
Progress Billing	Stored materials Progress Billing Contingency used \$14,389.90 for 49 each Blem024-SR	1	\$14,389.90	\$14,389.90
Retention 5%	Less 5% retention	1	\$3,604.60	\$3,604.60
			<b>SUBTOTAL</b>	<b>\$68,487.31</b>
			<b>TOTAL</b>	<b>\$68,487.31</b>

tabbles  
VIF 32  
08-07-25

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

Date \_\_\_\_\_ 8/7/2025

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$9,310.00 for pay application #1 related to the Baxter Primary School HVAC Upgrades project to be paid from 141-76100-599-02528.

received  
7-31-25 MT

MC

**TO OWNER:**  
 Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, TN 38506

**PROJECT:**  
 Baxter Primary School Chiller

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

**VIA ARCHITECT:**

**APPLICATION NO:** One (1)  
**PERIOD TO:** 6/25/25  
**PROJECT NOS:**  
**CONTRACT DATE:**

**Distribution to:**  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

- 1. ORIGINAL CONTRACT SUM \$ 229,142.00
- 2. Net change by Change Orders \$
- 3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 229,142.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 9,800.00
- 5. RETAINAGE:
  - a. 5% of Completed Work (Column D + E on G703) \$ 490.00
  - b. of Stored Material (Column F on G703) \$
- 6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 490.00
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 9,310.00
- 8. CURRENT PAYMENT DUE \$ 219,832.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$

**CONTRACTOR:** Michael Brown Date: 6-24-25  
 By: Rebecca Phillip County of: Putnam Overton  
 State of: Tennessee day of June, 2025  
 Subscribed and sworn to before me this 24<sup>th</sup>  
 Notary Public: Rebecca Phillip  
 My Commission expires: 9/30/25

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$ 9,310.00

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

By: Justin Jewell Date: 07/30/2025

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

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

**Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.**

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: One (1)  
 APPLICATION DATE: 6/24/2025  
 PERIOD TO: 6/25/2025

In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	Putnam Co. Board of Education - Baxter Primary School Chiller Replacement								
	<b>Contract \$229,142.00</b>								
1	Equipment	\$145,391.12				\$9,800.00	\$9,800.00	\$135,591.12	\$490.00
2	Rigging	\$5,000.00						\$5,000.00	
3	Material	\$14,782.88						\$14,782.88	
4	Labor	\$34,491.00						\$34,491.00	
5	Contingency	\$29,477.00						\$29,477.00	
6									
	<b>GRAND TOTALS</b>	\$229,142.00	\$0.00	\$0.00	\$0.00	\$9,800.00	\$9,800.00	\$219,342.00	\$490.00
								4.28%	



**INVOICE**

**Stone Service Corp**

INVOICE #: INV10011847  
DATE: 06/24/2025

PO Box 49293  
Cookeville, TN 38506  
Phone

**BILL TO:** Putnam County Board of Education  
1400 East Spring Street  
Cookeville, TN 38506

**JOB:** Baxter Primary School Chiller  
Replacement  
125 Elmore Town Rd.  
Baxter, TN 38544

PAYMENT TERMS	DUE DATE
Net 30	07/24/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$229,142.00 Work completed to date: \$9,800.00 Less 5% Retainage: \$490.00 = \$9,310.00	1	\$9,800.00	\$9,800.00
Retention 5%	Less 5% retention	1	\$490.00	\$490.00
			<b>SUBTOTAL</b>	<b>\$9,310.00</b>
			<b>TOTAL</b>	<b>\$9,310.00</b>



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

Date \_\_\_\_\_ 8/7/2025

Department Finance

Person Submitting Mark McReynolds

Account Number (if appropriate)

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Stone Service Corporation in the amount of \$24,096.77 for pay application #5 related to the Sycamore Elementary School HVAC Upgrades project to be paid from the Putnam County Capital Projects Fund.

**received**  
7-31-25 MT *AL*

**APPLICATION AND CERTIFICATION FOR PAYMENT**

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

PROJECT:  
 Sycamore Elementary HVAC Upgrades

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

VIA ARCHITECT:

APPLICATION NO: Five (5)  
 PERIOD TO: 7/30/25  
 PROJECT NOS:  
 CONTRACT DATE:

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM \$ 457,750.00
2. Net change by Change Orders \$
3. CONTRACT SUM TO DATE (Line 1 ± 2) \$ 457,750.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 326,485.67
5. RETAINAGE:
  - a. 5% of Completed Work \$ 16,324.28
  - b. of Stored Material \$
  - (Column F on G703)
6. TOTAL EARNED LESS RETAINAGE \$ 16,324.28
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 310,161.39
8. CURRENT PAYMENT DUE \$ 286,064.62
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 24,096.77

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

CONTRACTOR: Michelle Hoover Date: 7-30-25

By: \_\_\_\_\_ County of: Putnam Overton  
 State of: Tennessee  
 Subscribed and sworn to before me this 30<sup>th</sup> day of July, 2025  
 Notary Public: Rebecca Phillips  
 My Commission expires: 9/30/25

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED .....\$ \_\_\_\_\_

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

ARCHITECT: \_\_\_\_\_ Date: \_\_\_\_\_

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

Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE TWO OF

2

PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: Five (5)  
 APPLICATION DATE: 7/30/2025  
 PERIOD TO: 7/30/2025

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

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

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
	Putnam Co. Board of Education - Sycamore Elementary HVAC Upgrades								
	<b>Contract \$457,750.00</b>								
1	Equipment	\$239,296.63			\$239,296.63	\$239,296.63	100.00%		\$11,964.83
2	Controls	\$45,781.79			\$45,781.79	\$45,781.79	100.00%	\$2,000.00	\$2,289.09
3	Rigging	\$5,000.00	\$3,000.00			\$3,000.00	60.00%	\$30,004.67	\$150.00
4	Material	\$32,613.77	\$2,609.10			\$2,609.10	8.00%	\$55,015.29	\$130.46
5	Labor	\$76,098.81	\$21,083.52			\$21,083.52	27.71%	\$44,244.37	\$1,054.18
6	Contingency	\$58,959.00	\$12,273.24	\$2,441.39		\$14,714.63	24.96%		\$735.73
	<b>GRAND TOTALS</b>	\$457,750.00	\$38,965.86	\$2,441.39	\$285,078.42	\$326,485.67	71.32%	\$131,264.33	\$16,324.28



# INVOICE

## Stone Service Corp

PO Box 49293  
 Cookeville, TN 38506  
 Phone

INVOICE #: INV10305973  
 DATE: 07/30/2025

**BILL TO:** Putnam County Board of Education  
 1400 East Spring Street  
 Cookeville, TN 38506

**JOB:** Sycamore Elementary HVAC Upgrades  
 452 Ellis Ave.  
 Cookeville, TN 38501

PAYMENT TERMS	DUE DATE
Net 30	08/29/2025

ITEM #	DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Progress Billing	Progress Billing Contract \$457,750.00 Work completed to date: \$326,485.67 Less 5% Retainage: \$16,324.28 Less previous billing: \$286,064.62 = \$24,096.77 The use of contingency funds in the amount of \$2,441.39 was for RTU Curb Adapter - RTU 9	1	\$25,365.02	\$25,365.02
Retention 5%	Less 5% retention	1	\$1,268.25	\$1,268.25
			<b>SUBTOTAL</b>	<b>\$24,096.77</b>
			<b>TOTAL</b>	<b>\$24,096.77</b>



**PCSS Board Agenda Request**

Date: July 17, 2025

Department: Maintenance

Person Submitting: John Magura

Account Number (If appropriate)

Check one:

Backup include

Backup to follow

Statement to be included in the Board Agenda Packet:

Consider the approval to enter into a contract with Covington Flooring Company, Birmingham, AL for the repair, sand, paint and refinish as outlined in the attached proposal of the gym floor at the Early Learning Center (formerly Park View Elementary) in the amount of \$47,474.00 to be paid for from 141-72620-399

**received**  
7-21-25 MT *CK*



---

709 First Avenue North Birmingham, AL 35203  
(205) 328-2330 Office • (615)969.4080 Cell • (615)694.0797 Facsimile  
E mail: [eparker@covington.com](mailto:eparker@covington.com) • Web: <http://www.covington.com>

---

*Proposal*

Date: April 28, 2025  
Attention: Putnam County Schools  
Project: Old Parkview Elementary School Gym Bid #B2500429  
Description: Gymnasium  
Section: Sand and Finish  
TIPS Purchasing Cooperative Contract #23010401 Member #TN991855

---

Covington Flooring Company proposes to furnish all required labor and materials to provide the following:  
Gym 1:

- Remove and replace laced 3' x 13' area of existing floor – Sleeper and maple only
- Remove and replace ten (10) maple boards
- Remove and replace 2'x3' termite damage
- Removal of existing wall base and wood piece
- Sand and finish existing maple floor up to bleachers in the closed position
- Maple to be sanded and sealed with two coats of oil base seal
- Gymnasium game lines based on the following:
  - One Basketball Court:
    - 2' diameter circle
    - 20' diameter circle
  - Perpendicular and Parallel lines 2" wide and 9' apart from each other
  - Numbers 1-8 – 1'-6" tall in one color at endline basketball court
  - Numbers 1-25 – 2" tall in one color throughout the floor
- Finished with two coats of oil base finish.
- Install new black rubber vent cove 3" x 4" base

**Furnished and Installed .....\$47,474.00**

**This proposal does not include the following:**

- Remove threshold
- Any repairs to the wood floor – only what is listed
- Electrical power of 220 volts, 3 phase with 2 each 30-50 amp breakers, and hookup of the pigtail cables to the power box by an electrician, if needed. There is an extra charge if we need to furnish a generator for the required power.
- Additional Game lines
- Logo and/or Lettering
- Protection
- Final cleaning of gymnasium or excessive fine dust containment

Owner is responsible to ensure there is enough life on the existing maple for the sanding required. Existing scratches may still be evident; Covington Flooring will do what we can to minimize them.

Thank you for the opportunity to work with you on this project. If you have any questions or comments, please feel free to contact me at 615-969-4080 or email me at [eparker@covington.com](mailto:eparker@covington.com).

Respectfully,

*Erica Parker*

Athletic Sales – TN Region

*Quote Valid for 60 Days*



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

Date \_\_\_\_\_ 8/07/2028

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to purchase furniture for the new PreK Early Learning Academy in the amount of \$348,792.76 from Ernie Morris Enterprises, Inc. from account 141-76100-711-02530. Note: This purchase is through the TIPS cooperative purchasing network, contract 230301

**received**  
08-04-25 *MJ* *[Signature]*











**QUOTATION  
DELIVERED & INSTALLED  
TIPS CONTRACT  
# 230301**


This quote prepared for:  
Putnam County School System  
1400 East Spring Street  
Cookeville, TN 38506

Quoted by: Lisa Kirkus  
615-806-4943  
lkirkus@erniemorris.com

**ROOM 01 - PREK CDC**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	ABC	DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	6	\$137.50	\$825.00
	ABC	DTT-RC2448E	Shape Tbl Top, Rectangle, 24x48, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$163.28	\$163.28
	ABC	TA-BBP16	POLY BOOK BOX - 4 PACK G Graphite	1	\$81.25	<del>\$81.25</del>
	ABC	DTT-RD36E	Shape Tbl Top, Round, 36x36, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$140.63	\$140.63
	ABC	DTT-RC3060E	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$182.81	\$182.81
	ABC	DTT-KD4872E	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$310.16	\$310.16
	ABC	ASST18-1	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	ABC	DTT-HM3672E	Shape Tbl Top, Half Moon, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$265.63	\$531.26








<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	16	\$92.42	\$1,478.72
<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
<b>HASK</b>	<b>2FZPN7GQS.2226.PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
	<b>HON</b>	<b>HSLVTMM</b> Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	3	\$448.41	\$1,345.23
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>21075BN</b>	DELUXE INFANT CARE CENTER W/BROWN TREAD & CUSHION	1	\$1,246.09	\$1,246.09

WOOD	991111	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
WOOD	12675	BOOKSHELF W/ADJUSTABLE SHELF	8	\$470.31	\$3,762.48
WOOD	C991321F	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
WOOD	WD32100	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
WOOD	992071-C6	Double Sand and Water Table	1	\$401.56	\$401.56
WOOD	991313	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
WOOD	C991300-PY	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
WOOD	C21175F	Wall Mountable Diaper Storage	1	\$556.88	\$556.88

Subtotal: \$15,437.14

**ROOM 02 - PREK CDC**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	ABC ASST18-1	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	ABC DTT-KD4872E	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$310.16	\$310.16
	ABC DTT-RD36E	Shape Tbl Top, Round, 36x36, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$140.63	\$140.63

	<b>TA-BBP16</b>	<b>POLY BOOK BOX - 4 PACK</b>		1	\$81.25	\$81.25
		G Graphite				
	<b>ABC DTT-HM3672E</b>	Shape Tbl Top, Half Moon, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately).		2	\$265.63	\$531.26
		0 Standard Laminates				
		HP Handspun Pearl				
		C Indigo				
	<b>ABC AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell		16	\$92.42	\$1,478.72
		G Boot Graphite +				
		4 Titanium				
		9H Blueberry				
	<b>ABC DTT-RC2448E</b>	Shape Tbl Top, Rectangle, 24x48, Lam-Banded Flat Edge (Legs and casters must be specified separately).		1	\$163.28	\$163.28
		0 Standard Laminates				
		HD Handspun Dove				
		C Indigo				
	<b>ABC DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium		6	\$137.50	\$825.00
	<b>ABC DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately).		1	\$182.81	\$182.81
		0 Standard Laminates				
		HD Handspun Dove				
		C Indigo				
	<b>ATLAS US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel		1	\$10.67	\$10.67
	<b>ATLAS FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels		1	\$7.16	\$7.16
	<b>FLAGSH IP FA3070-44FS</b>	7'6" x 12' Custom Rug		1	\$343.94	\$343.94
	<b>HASK 2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters		1	\$466.88	\$466.88
	<b>HASK FZPNBKSH</b>	Book Shelf /Laptop Holder		1	\$53.59	\$53.59











<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	3	\$448.41	\$1,345.23
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>21075BN</b>	DELUXE INFANT CARE CENTER W/BROWN TREAD & CUSHION	1	\$1,246.09	\$1,246.09
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF	8	\$470.31	\$3,762.48
<b>WOOD</b>	<b>C21175F</b>	Wall Mountable Diaper Storage	1	\$556.88	\$556.88

WOOD 992071-C6 Double Sand and Water Table 1 \$401.56 \$401.56

Subtotal: \$15,437.14

**ROOM 03 - PREK CDC**




MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	ABC DTT-KD4872E	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$310.16	\$310.16
	ABC ASST18-1	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<del>ABC TA-BBP16</del>	<del>POLY BOOK BOX - 4 PACK G Graphite</del>	<del>1</del>	<del>\$81.25</del>	<del>\$81.25</del>
	ABC DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	6	\$137.50	\$825.00
	ABC AS4L14	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	16	\$92.42	\$1,478.72
	ABC DTT-RD36E	Shape Tbl Top, Round, 36x36, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$140.63	\$140.63
	ABC DTT-HM3672E	Shape Tbl Top, Half Moon, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$265.63	\$531.26
	ABC DTT-RC2448E	Shape Tbl Top, Rectangle, 24x48, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$163.28	\$163.28
	ABC DTT-RC3060E	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$182.81	\$182.81





<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16	
<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67	
<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94	
<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59	
<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88	
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	3	\$448.41	\$1,345.23
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19	
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20	
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF	8	\$470.31	\$3,762.48	
<b>WOOD</b>	<b>21075BN</b>	DELUXE INFANT CARE CENTER W/BROWN TREAD & CUSHION	1	\$1,246.09	\$1,246.09	

<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>WOOD</b>	<b>992071-C6</b>	Double Sand and Water Table	1	\$401.56	\$401.56
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
<b>WOOD</b>	<b>C21175F</b>	Wall Mountable Diaper Storage	1	\$556.88	\$556.88

Subtotal: \$15,437.14

**ROOM 04 - PREK CDC**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell
<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	6	\$137.50	\$825.00
	<b>ABC</b>	<b>AS4L14</b> Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	16	\$92.42	\$1,478.72
	<b>ABC</b>	<b>DTT-HM3672E</b> Shape Tbl Top, Half Moon, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). O Standard Laminates HP Handspun Pearl C Indigo	2	\$265.63	\$531.26
	<b>ABC</b>	<b>DTT-RC2448E</b> Shape Tbl Top, Rectangle, 24x48, Lam-Banded Flat Edge (Legs and casters must be specified separately). O Standard Laminates HD Handspun Dove C Indigo	1	\$163.28	\$163.28

	<b>ABC</b>	<b>TA-BBP16</b>	<del>POLY BOOK BOX - 4 PACK</del> G Graphite	1	\$81.25	\$81.25
	<b>ABC</b>	<b>DTT-KD4872E</b>	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$310.16	\$310.16
	<b>ABC</b>	<b>DTT-RD36E</b>	Shape Tbl Top, Round, 36x36, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$140.63	\$140.63
	<b>ABC</b>	<b>ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ABC</b>	<b>DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$182.81	\$182.81
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
	<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88








<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	3	\$448.41	\$1,345.23
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>21075BN</b>	DELUXE INFANT CARE CENTER W/BROWN TREAD & CUSHION	1	\$1,246.09	\$1,246.09
<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>C21175F</b>	Wall Mountable Diaper Storage	1	\$556.88	\$556.88
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF	8	\$470.31	\$3,762.48
<b>WOOD</b>	<b>992071-C6</b>	Double Sand and Water Table	1	\$401.56	\$401.56
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02

WOOD 991111 Deluxe Preschool Kitchen 1 \$677.34 \$677.34

Subtotal: \$15,437.14






**ROOM 05 - PREK CLASSROOM**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	ABC DTT-KD4872E	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$310.16	\$620.32
	ABC DTT-RC3060E	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	2	\$182.81	\$365.62
	ABC DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00
	ABC ASST18-1	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	ABC ASTA18-1	Alphabet, Seating, Task Chair, Adjustable 16"-21", Poly Shell, Seat Pad H Hard Casters 7 Black TBD Seat Color SILV Silvertex TBD Fabric Color	2	\$218.75	\$437.50
	ABC AS4L14	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	18	\$92.42	\$1,663.56
	<del>ABC TA-BBP16</del>	<del>POLY BOOK BOX - 4 PACK G Graphite</del>	<del>2</del>	<del>\$81.25</del>	<del>\$162.50</del>
	ATLAS FH-SB	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
	ATLAS US-71624P	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67

<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	<b>FOM FF003</b>	3' Fom Bag MSD TBD	2	\$319.92	\$639.84
		Microsuede FOM Filled Fabric Color			
<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF - 30H x 48W x 15D	6	\$470.31	\$2,821.86
<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>19100</b>	4 WAY EASEL W/ PLYWOOD	1	\$470.31	\$470.31
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02

<b>WOOD</b>	<b>93021BN</b>	DELUXE SCIENCE TABLE W/BROWN TRAY	1	\$511.72	\$511.72
<b>WOOD</b>	<b>992071-C6</b>	Double Sand and Water Table	1	\$401.56	\$401.56
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
				Subtotal: \$13,056.58	






**ROOM 06 - PREK CLASSROOM**


MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	<b>ABC ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ABC ASTA18-1</b>	Alphabet, Seating, Task Chair, Adjustable 16"-21", Poly Shell, Seat Pad H Hard Casters 7 Black TBD Seat Color SILV Silvertex TBD Fabric Color	2	\$218.75	\$437.50
	<b>ABC DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00
	<b>ABC DTT-KD4872E</b>	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$310.16	\$620.32
	<b>ABC DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	2	\$182.81	\$365.62
	<b>ABC TA-BBP16</b>	POLY BOOK BOX - 4 PACK G Graphite	2	\$81.25	\$162.50
	<b>ABC AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	18	\$92.42	\$1,663.56
	<b>ATLAS FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16

<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
 <b>FOM</b>	<b>FF003</b>	3' Fom Bag MSD - TBD	2	\$319.92	\$639.84
		Microsuede FOM Filled Fabric Color			
<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF - 30H x 48W x 15D	6	\$470.31	\$2,821.86
<b>WOOD</b>	<b>19100</b>	4 WAY EASEL W/ PLYWOOD	1	\$470.31	\$470.31
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>93021BN</b>	DELUXE SCIENCE TABLE W/BROWN TRAY	1	\$511.72	\$511.72

<b>WOOD</b>	<b>992071-C6</b>	Double Sand and Water Table	1	\$401.56	\$401.56
<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>Subtotal: \$13,056.58</b>					

**ROOM 07 - PREK CLASSROOM**




	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>ABC</b>	<b>ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	18	\$92.42	\$1,663.56
	<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00
	<b>ABC</b>	<b>ASTA18-1</b>	Alphabet, Seating, Task Chair, Adjustable 16"-21", Poly Shell, Seat Pad H Hard Casters 7 Black TBD Seat Color SILV Silvertex TBD Fabric Color	2	\$218.75	\$437.50
	<b>ABC</b>	<b>DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	2	\$182.81	\$365.62
	<b>ABC</b>	<b>DTT-KD4872E</b>	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$310.16	\$620.32
	<b>ABC</b>	<b>TA-BBP16</b>	POLY BOOK BOX - 4 PACK G Graphite	2	\$81.25	\$162.50

<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
 <b>FOM</b>	<b>FF003</b>	3' Fom Bag MSD - TBD	2	\$319.92	\$639.84
		Microsuede FOM Filled Fabric Color			
<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
<b>WOOD</b>	<b>19100</b>	4 WAY EASEL W/ PLYWOOD	1	\$470.31	\$470.31
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72

WOOD	93021BN	DELUXE SCIENCE TABLE W/BROWN TRAY	1	\$511.72	\$511.72
WOOD	992071-C6	Double Sand and Water Table	1	\$401.56	\$401.56
WOOD	C991300-PY	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
WOOD	C991321F	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
WOOD	991313	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
WOOD	12675	BOOKSHELF W/ADJUSTABLE SHELF - 30H x 48W x 15D	6	\$470.31	\$2,821.86

Subtotal: \$13,056.58

**ROOM 08 - PREK CLASSROOM**


MFGR	Part Number	Description	Qty.	Sell	Ext Sell
ABC	TA-BBP16	POLY BOOK BOX - 4 PACK G Graphite	2	\$81.25	\$162.50
	ABC	DTT-KD4872E Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$310.16	\$620.32
ABC	DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00
	ABC	ASTA18-1 Alphabet, Seating, Task Chair, Adjustable 16"-21", Poly Shell, Seat Pad H Hard Casters 7 Black TBD Seat Color SILV Silvertex TBD Fabric Color	2	\$218.75	\$437.50
	ABC	ASST18-1 Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81

	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	18	\$92.42	\$1,663.56
	<b>ABC</b>	<b>DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	2	\$182.81	\$365.62
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	<b>FOM</b>	<b>FF003</b>	3' Fom Bag MSD Microsuede FOM Filled TBD Fabric Color	2	\$319.92	\$639.84
	<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
	<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
	<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
	<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
	<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94

WOOD	93021BN	DELUXE SCIENCE TABLE W/BROWN TRAY	1	\$511.72	\$511.72
WOOD	992071-C6	Double Sand and Water Table	1	\$401.56	\$401.56
WOOD	991111	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
WOOD	19100	4 WAY EASEL W/ PLYWOOD	1	\$470.31	\$470.31
WOOD	C991321F	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
WOOD	12675	BOOKSHELF W/ADJUSTABLE SHELF - 30H x 48W x 15D	6	\$470.31	\$2,821.86
WOOD	C991300-PY	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
WOOD	WD32100	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72

Subtotal: \$13,056.58

**ROOM 09 - PREK CLASSROOM**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
ABC	DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00	
	ABC	ASTA18-1	Alphabet, Seating, Task Chair, Adjustable 16"-21", Poly Shell, Seat Pad	2	\$218.75	\$437.50
		H	Hard Casters			
		7	Black			
		TBD	Seat Color			
		SILV	Silvertex			
		TBD	Fabric Color			
ABC	TA-BBP16	POLY BOOK BOX - 4 PACK	2	\$81.25	\$162.50	
		G	Graphite			

	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + Titanium 4 Blueberry 9H	18	\$92.42	\$1,663.56
	<b>ABC</b>	<b>DTT-KD4872E</b>	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$310.16	\$620.32
	<b>ABC</b>	<b>ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ABC</b>	<b>DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	2	\$182.81	\$365.62
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	<b>FOM</b>	<b>FF003</b>	3' Fom Bag MSD Microsuede - FOM Filled TBD Fabric Color	2	\$319.92	\$639.84
	<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
	<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
	<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19






<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>19100</b>	4 WAY EASEL W/ PLYWOOD	1	\$470.31	\$470.31
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF - 30H x 48W x 15D	6	\$470.31	\$2,821.86
<b>WOOD</b>	<b>93021BN</b>	DELUXE SCIENCE TABLE W/BROWN TRAY	1	\$511.72	\$511.72
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>992071-C6</b>	Double Sand and Water Table	1	\$401.56	\$401.56

Subtotal: \$13,056.58

**ROOM 10 - PREK CLASSROOM**

<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
<b>ABC</b>	<b>TA-BBP16</b>	POLY BOOK BOX - 4 PACK G Graphite	2	\$81.25	\$162.50
<b>ABC</b>	<b>DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). O Standard Laminates HD Handspun Dove C Indigo	2	\$182.81	\$365.62






	<b>ABC</b>	<b>ASTA18-1</b>	Alphabet, Seating, Task Chair, Adjustable 16"-21", Poly Shell, Seat Pad H Hard Casters 7 Black TBD Seat Color SILV Silvertex TBD Fabric Color	2	\$218.75	\$437.50
	<b>ABC</b>	<b>DTT-KD4872E</b>	Shape Tbl Top, Kidney, 48x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	2	\$310.16	\$620.32
	<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00
	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	18	\$92.42	\$1,663.56
	<b>ABC</b>	<b>ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	<b>FOM</b>	<b>FF003</b>	3' Fom Bag MSD Microsuede - FOM Filled TBD Fabric Color	2	\$319.92	\$639.84
	<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
	<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88

<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
<b>WOOD</b>	<b>C991300-PY</b>	Contender TM 2-N-1 Activity Table with Yellow DUPLO TM Compatible Top - RTA	1	\$141.33	\$141.33
<b>WOOD</b>	<b>992071-C6</b>	Double Sand and Water Table	1	\$401.56	\$401.56
<b>WOOD</b>	<b>93021BN</b>	DELUXE SCIENCE TABLE W/BROWN TRAY	1	\$511.72	\$511.72
<b>WOOD</b>	<b>991111</b>	Deluxe Preschool Kitchen	1	\$677.34	\$677.34
<b>WOOD</b>	<b>19100</b>	4 WAY EASEL W/ PLYWOOD	1	\$470.31	\$470.31
<b>WOOD</b>	<b>C991321F</b>	Dress up see and store with mirror - Assembled	1	\$566.02	\$566.02
<b>WOOD</b>	<b>WD32100</b>	TOT SIZE BOOK DISPLAY	1	\$486.72	\$486.72
<b>WOOD</b>	<b>991313</b>	Brilliant Light Table with Storage 30" W	1	\$560.94	\$560.94
<b>WOOD</b>	<b>12675</b>	BOOKSHELF W/ADJUSTABLE SHELF - 30H x 48W x 15D	6	\$470.31	\$2,821.86

Subtotal: \$13,056.58




**ROOM A102 - OFFICE PSYCH/BEHAVIOR**

<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
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	<b>HON</b>	<b>HLTV2460T-3</b>	Pennisula Teacher desk 24" x 60" with BBF \$(L1STD) Grd L1 Standard Laminates ~ Undecided LAMINATE Option ~ Undecided EDGE Option \$(P1) P1 Paint Opts ~ Undecided PAINT Option	1	\$999.28	\$999.28
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	1	\$326.02	\$326.02
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$1,785.51




**ROOM A104 - PT OFFICE**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
	<b>HON</b>	<b>HLTV2460T-3</b>	Pennisula Teacher desk 24" x 60" with BBF \$(L1STD) Grd L1 Standard Laminates ~ Undecided LAMINATE Option ~ Undecided EDGE Option \$(P1) P1 Paint Opts ~ Undecided PAINT Option	1	\$999.28	\$999.28
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	1	\$326.02	\$326.02
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$1,785.51




**ROOM A105 - SMALL CONFERENCE**


MFGR	Part Number	Description	Qty.	Sell	Ext Sell
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	<b>HON</b>	<b>HITLM</b>	Ignition 2 Task Low-back, ilira back .Y0 Simple Synchro-Tilt Control .N Armless .H Hard Caster .IC 4-Way Charcoal \$(2) Grade 2 Uph ~ Undecided FABRIC Option .NL No Lumbar .SB Standard Base .T Black	8	\$364.10	\$2,912.80
	<b>HON</b>	<b>HTLE4284</b>	84"Wx42"D Arc End Shaped Lam Top .J Knife FW Florence Walnut .N No Grommets \$(L1STD) Grd L1 Standard Laminates .LFW1 Florence Walnut	1	\$859.50	\$859.50
	<b>HON</b>	<b>HTTLEG84</b>	Aluminum T leg for 84" Table Tops \$(P1) P1 Paint Opts .S Charcoal	1	\$550.00	\$550.00
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$4,334.10


**ROOM A106 - PT ROOM**



	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	6	\$92.42	\$554.52
	<b>ABC</b>	<b>DTT-RC3060E</b>	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$182.81	\$182.81
	<b>ABC</b>	<b>ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	1	\$137.50	\$137.50
	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16

<b>FLAGSH</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94	
<b>HASK</b>	<b>2FZPN7GQS.2226.</b>	Fuzion Sit to Stand,	1	\$466.88	\$466.88	
	<b>PL.FF.FG.0</b>	22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters				
<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59	
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back	2	\$448.41	\$896.82
		.Y1	SynchroTilt w/ SeatSlide			
		.A	Height/Width Adjustable			
		.H	Hard Caster			
		.IF	4-Way Fog			
		\$(2)	Grade 2 Uph			
		~	Undecided FABRIC Option			
		.TL	Titanium Adjustable Lumbar			
		.SB	Standard Base			
		.TI	Titanium			
<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19	
<b>MOOR</b>	<b>C3A1J5D1X0</b>	COMPASS CABINET - H3 - W3 - Standard Back Panel - Standard Side Panel - Navy - Shelves - Casters - *L3* - KEYED ALIKE	2	\$1,600.86	\$3,201.72	
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20	

Subtotal: \$6,952.81

**ROOM A109 - OT ROOM**




MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
<b>ABC</b>	<b>DTT-HM3672E</b>	Shape Tbl Top, Half Moon, 36x72, Laminate 1-1/8"core, Banded Flat Edge (4 Legs / casters must be added separately).	1	\$265.63	\$265.63	
		0	Standard Laminates			
		HD	Handspun Dove			
		C	Indigo			
	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell	6	\$92.42	\$554.52
		G	Boot Graphite +			
		4	Titanium			
		9H	Blueberry			

	<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	1	\$137.50	\$137.50
	<b>ABC</b>	<b>ASST18-1</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell, Seat Pad H Hard Casters 7 Black M Navy Indigo SILV Silvertex S32 Sterling	1	\$257.81	\$257.81
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16
	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>FLAGSH IP</b>	<b>FA3070-44FS</b>	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	<b>HASK</b>	<b>2FZPN7GQS.2226. PL.FF.FG.0</b>	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
	<b>HASK</b>	<b>FZPNBKSH</b>	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	2	\$448.41	\$896.82
	<b>LUXOR</b>	<b>SKBC-BECMB</b>	32" x 18" Deluxe Teacher Cart, Locking Cabinet, Bins, KB Tray, Pocket Chart Hooks, Cup Holder	1	\$817.19	\$817.19
	<b>MOOR</b>	<b>C3A1J5D1X0</b>	COMPASS CABINET - H3 - W3 - Standard Back Panel - Standard Side Panel - Navy - Shelves - Casters - *L3* - KEYED ALIKE	2	\$1,600.86	\$3,201.72

SPR RCP295700BK 10.25 GALLON BLACK 1 \$22.20 \$22.20







Subtotal: \$7,035.63












**ROOM B115 - CONFERENCE ROOM**


MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	HON HIGS6	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .F Fixed .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	8	\$343.78	\$2,750.24
	HON HTLD60	Preside 60 Round Top .J Knife FW Florence Walnut .N No Grommets \$(L1STD) Grd L1 Standard Laminates .LFW1 Florence Walnut	1	\$651.00	\$651.00
	HON HTFXL29	Preside 29.5H X-Base for 48 & 60 Tops \$(P1) P1 Paint Opts .S Charcoal	1	\$385.00	\$385.00
SPR	RCP295600BK	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$3,798.04

**ROOM B116 - AP OFFICE**




MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	HON HF23B	Black Removable Lock Core Kit .X101E 101E	2	\$26.56	\$53.12
	HON HCRESCENTA3	Crescent Handle Kit Black 3-Pack	3	\$46.75	\$140.25
	HON H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure \$(A) Grd A Fab ~ Undecided FABRIC Option	1	\$236.41	\$236.41
	HON H105535	10500 Series Bookcase 5-shelf 36Wx13-1/8Dx71H \$(L1STD) Grd L1 Standard Laminates ~ Undecided LAMINATE Option	1	\$591.81	\$591.81
	HON H1522	Wood Center Drawer 22W x 15-3/8D \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$157.25	\$157.25
	HON HTXLEG	Preside Aluminum X-Leg \$(P1) P1 Paint Opts .S Charcoal	1	\$334.50	\$334.50

	<b>HON</b>	<b>H10596</b>	10500 Series Desk Shell Bow Top 72W x 36D x 29-1 \$(L2STD) ~ Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$673.63	\$673.63
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$326.02	\$652.04
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .F Fixed .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$343.79	\$687.58
	<b>HON</b>	<b>HIWMUL</b>	Ign 2.0 Mid-back Uphlstrd w/Lumbar .Y1 Synchro-Tilt W Seat Slider .A Height and Width Adj. Arm .H Hard Caster \$(2) Grade 2 Uph ~ Undecided FABRIC Option .AL Adjustable Lumbar .SB Standard Base .T Black	1	\$499.18	\$499.18
	<b>HON</b>	<b>HTLD36</b>	Preside 36" Round Shaped Laminate Top .J Knife FW Florence Walnut .N No Grommets \$(L1STD) Grd L1 Standard Laminates .LPW1 Florence Walnut	1	\$438.50	\$438.50
	<b>HON</b>	<b>HH870960</b>	Tasklight 60W	1	\$150.39	\$150.39
	<b>HON</b>	<b>H10534</b>	10500 Series Stack-on Storage 72"W x 14-5/8D x 37-1/8H \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$750.66	\$750.66
	<b>HON</b>	<b>H10504</b>	10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$508.94	\$508.94
	<b>HON</b>	<b>H10541</b>	10500 Series Cred Shell 72W x 24D x 29-1/2H \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$525.41	\$525.41
	<b>HON</b>	<b>H10502</b>	10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$508.94	\$508.94
	<b>HON</b>	<b>H105856</b>	10500 Series Back enclosure for 72"W Stack on Storage \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$179.56	\$179.56

	<b>HON</b>	<b>H10570</b>	10500 Series Bridge 47W x 24D x 29-1/2H \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$281.56	\$281.56
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80


Subtotal: \$7,381.53

**ROOM B116A - AP WAITING**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .F Fixed .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$343.79	\$687.58
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$326.02	\$652.04
	<b>HON</b>	<b>H80193</b>	Occasional Laminate Occasional Strght Table 24L 20W 20H \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut	1	\$336.81	\$336.81
	<b>SPR</b>	<b>RCP295500BK</b>	3.25 GALLON TRASH CAN	1	\$10.97	\$10.97






Subtotal: \$1,687.40

**ROOM B118 - RECEPTION**






MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
<b>COLLINS</b>	<b>CUSTOM</b>	L-Shaped Custom Reception Desks with File Drawer, Ledge, Bi Swing Door WA 7909-60: FUSION MAIN/BODY COLOR MAPLE BASE/TOE COLOR WA 7909-60: FUSION TOP PULLS MAPLE PULLS WA 5022K-22: POLISHED CONCRETE 4" SATIN WIRE	1	\$7,175.63	\$7,175.63	
	<b>HON</b>	<b>HIWMUL</b>	Ign 2.0 Mid-back Uphlstrd w/Lumbar .Y1 Synchro-Tilt W Seat Slider .A Height and Width Adj. Arm .H Hard Caster \$(2) Grade 2 Uph ~ Undecided FABRIC Option .AL Adjustable Lumbar .SB Standard Base .T Black	2	\$499.18	\$998.36
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	2	\$11.80	\$23.60






Subtotal: \$8,197.59

**ROOM B118A - WAITING**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>HON</b>	<b>HTXLEG</b>	Preside Aluminum X-Leg \$(P1) .S P1 Paint Opts Charcoal	1	\$334.50	\$334.50
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N .E .U \$(2) ~ ~ Armless Nylon Glide Upholstered Grade 2 Uph Undecided FABRIC Option Undecided FRAME Option	2	\$326.02	\$652.04
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .F .E .U \$(2) ~ ~ Fixed Nylon Glide Upholstered Grade 2 Uph Undecided FABRIC Option Undecided FRAME Option	4	\$343.79	\$1,375.16
	<b>HON</b>	<b>H80193</b>	Occasional Laminate Occasional Strght Table 24L 20W 20H \$(L1STD) .LKI1 LKI1 Grd L1 Standard Laminates Kingswood Walnut Kingswood Walnut	2	\$336.81	\$673.62
	<b>HON</b>	<b>HTLD36</b>	Preside 36" Round Shaped Laminate Top .J FW .N \$(L1STD) .LFW1 Knife Florence Walnut No Grommets Grd L1 Standard Laminates Florence Walnut	1	\$438.50	\$438.50
					Subtotal:	\$3,473.82

**ROOM B119 - SRO**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>HON</b>	<b>H10578</b>	10500 Series Desk Shell 60W x 30D x 29-1/2H \$(L1STD) .LKI1 LKI1 Grd L1 Standard Laminates Kingswood Walnut Kingswood Walnut	1	\$484.50	\$484.50
	<b>HON</b>	<b>HCRESCENTA3</b>	Crescent Handle Kit Black 3-Pack	1	\$46.75	\$46.75
	<b>HON</b>	<b>HF23B</b>	Black Removable Lock Core Kit .X101E 101E	2	\$26.56	\$53.12
	<b>HON</b>	<b>H1522</b>	Wood Center Drawer 22W x 15-3/8D \$(L1STD) .LKI1 Grd L1 Standard Laminates Kingswood Walnut	1	\$147.16	\$147.16
	<b>HON</b>	<b>HIWMUL</b>	Ign 2.0 Mid-back Uphlstrd w/Lumbar .Y1 .N .H \$(2) ~ .AL .SB .T Synchro-Tilt W Seat Slider Armless Hard Caster Grade 2 Uph Undecided FABRIC Option Adjustable Lumbar Standard Base Black	1	\$450.43	\$450.43

	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$326.02	\$652.04
	<b>HON</b>	<b>HCRESCENTA2</b>	Crescent Handle Kit Black 2-Pack	1	\$36.13	\$36.13
	<b>HON</b>	<b>H10502</b>	10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H10504</b>	10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H105681</b>	10500 Series Return Shell 29-1/2H x 41W x 24D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut	1	\$354.34	\$354.34
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80


Subtotal: \$3,221.21












**ROOM B120 - TWA**








MFGR	Part Number	Description	Qty.	Sell	Ext Sell
<b>COLLIN MAIL ORGANIZER S</b>		Special order, mail organizer - similar to customer-provided drawing - construction similar to Collins organizer cubbies with laminated back, upper shelf, and perimeter frame, and half-lapped, horizontal and vertical, acrylic dividers - this price is based on approximately (40) mail cubbies and (10) box cubbies - laminate: Collins QSE or MTO selections - dividers: clear acrylic - constructed in 2-3 pieces	1	\$4,192.92	\$4,192.92
<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20

Subtotal: \$4,215.12

**ROOM B124 - PRINCIPAL**



MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
	<b>HON</b>	<b>HF23B</b>	Black Removable Lock Core Kit .X101E 101E	3	\$26.56	\$79.68









	<b>HON</b>	<b>H105535</b>	10500 Series Bookcase 5-shelf 36Wx13-1/8Dx71H \$(L1STD) ~ Grd L1 Standard Laminates Undecided LAMINATE Option	1	\$591.81	\$591.81
	<b>HON</b>	<b>H1522</b>	Wood Center Drawer 22W x 15-3/8D \$(L2STD) ~ Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$157.25	\$157.25
	<b>HON</b>	<b>H10596</b>	10500 Series Desk Shell Bow Top 72W x 36D x 29-1 \$(L2STD) ~ Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$673.63	\$673.63
	<b>HON</b>	<b>H90056</b>	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure \$(A) ~ Grd A Fab Undecided FABRIC Option	1	\$236.41	\$236.41
	<b>HON</b>	<b>HCRESCENTA3</b>	Crescent Handle Kit Black 3-Pack	3	\$46.75	\$140.25
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .F Fixed .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$343.79	\$687.58
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	4	\$326.02	\$1,304.08
	<b>HON</b>	<b>HIWMUL</b>	Ign 2.0 Mid-back Uphlstrd w/Lumbar .Y1 Synchro-Tilt W Seat Slider .A Height and Width Adj. Arm .H Hard Caster \$(2) Grade 2 Uph ~ Undecided FABRIC Option .AL Adjustable Lumbar .SB Standard Base .T Black	1	\$499.18	\$499.18
	<b>HON</b>	<b>HTFXL29</b>	Preside 29.5H X-Base for 48 & 60 Tops \$(P1) P1 Paint Opts .S Charcoal	1	\$385.00	\$385.00
	<b>HON</b>	<b>HTLD60</b>	Preside 60 Round Top .J Knife FW Florence Walnut .N No Grommets \$(L1STD) Grd L1 Standard Laminates .LFW1 Florence Walnut	1	\$651.00	\$651.00
	<b>HON</b>	<b>H105856</b>	10500 Series Back enclosure for 72"W Stack on Storage \$(L2STD) Grd L2 Standard Laminates ~ Undecided LAMINATE Option	1	\$179.56	\$179.56

	<b>HON</b>	<b>H10502</b>	10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L2STD) ~	Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$508.94	\$508.94
	<b>HON</b>	<b>H10504</b>	10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D \$(L2STD) ~	Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$508.94	\$508.94
	<b>HON</b>	<b>HCRESCENTA2</b>	Crescent Handle Kit Black 2-Pack		2	\$36.13	\$72.26
	<b>HON</b>	<b>H10541</b>	10500 Series Cred Shell 72W x 24D x 29-1/2H \$(L2STD) ~	Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$525.41	\$525.41
	<b>HON</b>	<b>HH870960</b>	Tasklight 60W		1	\$150.39	\$150.39
	<b>HON</b>	<b>H10570</b>	10500 Series Bridge 47W x 24D x 29-1/2H \$(L2STD) ~	Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$281.56	\$281.56
	<b>HON</b>	<b>H10534</b>	10500 Series Stack-on Storage 72"W x 14-5/8D x 37-1/8H \$(L2STD) ~	Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$750.66	\$750.66
	<b>HON</b>	<b>H10530</b>	10500 Series Personal Wardrobe/Strg Cab 36W 24D 66-5/8H \$(L2STD) ~	Grd L2 Standard Laminates Undecided LAMINATE Option	1	\$1,639.97	\$1,639.97
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN		1	\$11.80	\$11.80

Subtotal: \$10,035.36


**ROOM B127 - OFFICE**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>		<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>HON</b>	<b>HF23B</b>	Black Removable Lock Core Kit .X101E 101E		2	\$26.56	\$53.12
	<b>HON</b>	<b>HCRESCENTA3</b>	Crescent Handle Kit Black 3-Pack		1	\$46.75	\$46.75

	<b>HON</b>	<b>H1522</b>	Wood Center Drawer 22W x 15-3/8D \$(L1STD) .LKI1	Grd L1 Standard Laminates Kingswood Walnut	1	\$147.16	\$147.16
	<b>HON</b>	<b>H10578</b>	10500 Series Desk Shell 60W x 30D x 29-1/2H \$(L1STD) .LKI1 LKI1	Grd L1 Standard Laminates Kingswood Walnut Kingswood Walnut	1	\$484.50	\$484.50
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .F .E .U \$(2) ~ ~	Fixed Nylon Glide Upholstered Grade 2 Uph Undecided FABRIC Option Undecided FRAME Option	2	\$343.79	\$687.58
	<b>HON</b>	<b>HIWMUL</b>	Ign 2.0 Mid-back Uphlstrd w/Lumbar .Y1 .A .H \$(2) ~ .AL .SB .T	Synchro-Tilt W Seat Slider Height and Width Adj. Arm Hard Caster Grade 2 Uph Undecided FABRIC Option Adjustable Lumbar Standard Base Black	1	\$499.18	\$499.18
	<b>HON</b>	<b>HCRESCENTA2</b>	Crescent Handle Kit Black 2-Pack		1	\$36.13	\$36.13
	<b>HON</b>	<b>H10502</b>	10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L1STD) .LKI1	Grd L1 Standard Laminates Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H10504</b>	10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D \$(L1STD) .LKI1	Grd L1 Standard Laminates Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H105681</b>	10500 Series Return Shell 29-1/2H x 41W x 24D \$(L1STD) .LKI1 LKI1	Grd L1 Standard Laminates Kingswood Walnut Kingswood Walnut	1	\$354.34	\$354.34
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN		1	\$11.80	\$11.80

Subtotal: \$3,305.50

**ROOM C104 - CAFETERIA**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>ABC</b>	<b>ASST18</b>	Alphabet, Seating, Swivel Stool, Adjustable 22"-32", Poly Shell H 7 TBD	2	\$206.25	\$412.50
			Hard Casters Black Seating Color			



<b>AMT</b>	<b>HDCC2742</b>	Heavy-Duty Condiment Cabinet - 27"D x 42"W x 50"H	1	\$3,813.02	\$3,813.02
		ST			
		WST			
		TBD			
		ST			
		WST			
		TBD			
		ST			
		WST			
		TBD			
		TBD			
		TBD			
		GRY			
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<b>AMT</b>	<b>MSE610</b>	Mobile Stool Table - Elliptical - 54"W x 6'1"L - 10 Stools	12	\$3,980.45	\$47,765.40
		~			
		RO			
		HT1			
		HT1			
		ST			
		WST			
		TBD			
		DYNA			
		TBD			
		TBD			
		TBD			
		TBD			
		~			
		GRY			



<b>AMT</b>	<b>MSOWT1212</b>	Mobile Stool Table - Ocean Waves - 35"W x 12'1"L - 12 Stools	2	\$4,017.66	\$8,035.32
		~			
		RO			
		HT1			
		HT1			
		ST			
		WST			
		TBD			
		DYNA			
		TBD			
		TBD			
		TBD			
		TBD			
		~			
		GRY			



<b>AMT</b>	<b>MSOWT1212</b>	Mobile Stool Table - Ocean Waves - 35"W x 12'1"L - 12 Stools	2	\$4,300.94	\$8,601.88
		4ADA-A			
		RO			
		HT1			
		HT1			
		ST			
		WST			
		TBD			
		DYNA			
		TBD			
		TBD			
		TBD			
		TBD			
		~			
		GRY			














<b>AMT</b>	<b>ERGOENGAGE4LE GCHAIR-2</b>	Ergonomic Engage Chair - Active Learning - 15"W x 14.25"D x 25"H with 13.75"Seat Height - 4 Leg Style	8	\$170.08	\$1,360.64
		YLL			
		TBD			
		TBD			
		~			
		~			

<b>SPR</b>	<b>RCP264000BK</b>	BRUTE DOLLY	6	\$66.50	\$399.00
<b>SPR</b>	<b>RCP265500GY</b>	BRUTE 55 GALLON TRASH CAN	6	\$113.06	\$678.36
<b>ULT</b>	<b>P358-OP</b>	46" OCTAGON TABLE, PERFORATED - PC FRAME TBD SEAT COLOR TBD FRAME COLOR TBD PATTERN	4	\$1,899.61	\$7,598.44

Subtotal: \$78,664.56



**ROOM C105 - CAFE OFFICE**


	<b>MFR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>HON</b>	<b>H1522</b>	Wood Center Drawer 22W x 15-3/8D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$147.16	\$147.16
	<b>HON</b>	<b>HF23B</b>	Black Removable Lock Core Kit .X101E 101E	2	\$26.56	\$53.12
	<b>HON</b>	<b>HCRESCENTA3</b>	Crescent Handle Kit Black 3-Pack	1	\$46.75	\$46.75
	<b>HON</b>	<b>H10578</b>	10500 Series Desk Shell 60W x 30D x 29-1/2H \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut	1	\$484.50	\$484.50
	<b>HON</b>	<b>HS60ABC</b>	Brigade Bookcase 4-Shelf 12-5/8D x 34-1/2W x 59H \$(P1) P1 Paint Opts .S Charcoal	1	\$384.63	\$384.63
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	1	\$326.02	\$326.02

	<b>HON</b>	<b>HCRESCENTA2</b>	Crescent Handle Kit Black 2-Pack	1	\$36.13	\$36.13
	<b>HON</b>	<b>H105681</b>	10500 Series Return Shell 29-1/2H x 41W x 24D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut	1	\$354.34	\$354.34
	<b>HON</b>	<b>H10504</b>	10500 Series Floorstanding Full Ht Ped F/F 15-5/8W x 22-3/4D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H10502</b>	10500 Series Floorstanding Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$492.47	\$492.47
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$3,277.80






**ROOM C109 - SPEECH**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>ABC</b>	<b>DTT-RC3048E</b>	Shape Tbl Top, Rectangle, 30x48, Laminate 1-1/8"core, Banded Flat Edge (4 Legs / casters must be added separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$181.00	\$181.00
	<b>ABC</b>	<b>AS4L14</b>	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	6	\$92.42	\$554.52
	<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	2	\$137.50	\$275.00
	<b>ABC</b>	<b>DTT-HM3672E</b>	Shape Tbl Top, Half Moon, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$265.63	\$265.63
	<b>ATLAS</b>	<b>FH-SB</b>	Schoolroom/Classroom Bracket for 3/8 in. to 5/8 in. dowels	1	\$7.16	\$7.16

	<b>ATLAS</b>	<b>US-71624P</b>	16" x 24" Polyester United States Schoolroom Flag on 3/8" x 36" Black Wooden Dowel	1	\$10.67	\$10.67
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	2	\$448.41	\$896.82
	<b>MOOR</b>	<b>C3A1J5D1X0</b>	COMPASS CABINET - H3 - W3 - Standard Back Panel - Standard Side Panel - Navy - Shelves - Casters - *L3* - KEYED ALIKE	2	\$1,600.86	\$3,201.72
	<b>MOOR</b>	<b>59080</b>	INKLUD MOBILE - 72" X 30" - PLATINUM - PORCELAIN	1	\$518.70	\$518.70
	<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20

Subtotal: \$5,933.42

**ROOM C111 - LIBRARY**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>ABC</b>	<b>AS4L18</b>	Alphabet, Seating, 4L, 18", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	84	\$92.81	\$7,796.04
	<b>ABC</b>	<b>AS4R18</b>	Alphabet, Seating, Rocker , 17.75" Poly Shell 3 Nylon 5 Chrome TBD Seat Color	1	\$169.53	\$169.53
	<b>ABC</b>	<b>ASPXLCAD.H.4</b>	Wire Pixel Caddy	4	\$260.94	\$1,043.76
	<b>ABC</b>	<b>ASPOT16</b>	Padded Floor Seat GR-1 Grade 1 SILV Silvertex TBD Fabric Color	40	\$130.31	\$5,212.40
	<b>ABC</b>	<b>DTT-RC3672E</b>	Shape Tbl Top, Rectangle, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates TBD Laminate Color TBD Edge Color	4	\$239.06	\$956.24

ABC	DTLP-4F29.3.4	29" Fixed Leg, Nylon Glide, Titanium, 4-pack	8	\$115.16	\$921.28
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ABC	DTT-SQ36E	Shape Tbl Top, Square, 36x36, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates TBD Laminate Color TBD Edge Color	4	\$140.63	\$562.52
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HASK	2FZPN7GQS.2226. PL.FF.FG.0	Fuzion Sit to Stand, 22x26, Formica fog (FF) laminate, fog (FG) edge, platinum paint finish Y base, grommet, locking casters	1	\$466.88	\$466.88
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HASK	FZPNBKSH	Book Shelf /Laptop Holder	1	\$53.59	\$53.59
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HON	HSLVTMM	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
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SPR	RCP295700BK	10.25 GALLON BLACK	1	\$22.20	\$22.20
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SPR	RCP295500BK	3.25 GALLON TRASH CAN	1	\$10.97	\$10.97
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Subtotal: \$17,663.82

**ROOM D114 - SPEECH**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell
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ABC	DTT-HM3672E	Shape Tbl Top, Half Moon, 36x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HP Handspun Pearl C Indigo	1	\$265.63	\$265.63
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ABC	DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	1	\$137.50	\$137.50
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ABC	AS4L14	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	6	\$92.42	\$554.52
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	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>MOOR</b>	<b>C3A1J5D1X0</b>	COMPASS CABINET - H3 - W3 - Standard Back Panel - Standard Side Panel - Navy - Shelves - Casters - *L3* - KEYED ALIKE	1	\$1,600.86	\$1,600.86
	<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
Subtotal:						\$3,029.12

**ROOM D124 - TWA**



MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
	<b>ABC</b>	<b>AS4L18</b>	Alphabet, Seating, 4L, 18", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	6	\$92.81	\$556.86
	<b>ABC</b>	<b>DTT-RC3072E</b>	Shape Tbl Top, Rectangle, 30x72, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HD Handspun Dove C Indigo	1	\$229.69	\$229.69
	<b>ABC</b>	<b>DTLP-4ATP.3W.4</b>	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	1	\$137.50	\$137.50
	<b>BLICK</b>	<b>12910-0100</b>	Paper Rack - Unassembled	1	\$1,250.00	\$1,250.00
	<b>SPR</b>	<b>RCP295700BK</b>	10.25 GALLON BLACK	1	\$22.20	\$22.20
Subtotal:						\$2,196.25

**ROOM E138 - QUIET ROOM**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell	
	<b>FOM</b>	<b>FF003</b>	3' Fom Bag MSD Microsuede - FOM Filled TBD Color	1	\$319.92	\$319.92
Subtotal:						\$319.92






**ROOM E140 - CLINIC**







MFGR	Part Number	Description	Qty.	Sell	Ext Sell
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	<b>HON</b>	<b>HLTV2460T-3</b>	Pennisula Teacher desk 24" x 60" with BBF \$(L1STD) Grd L1 Standard Laminates ~ Undecided LAMINATE Option ~ Undecided EDGE Option \$(P1) P1 Paint Opts ~ Undecided PAINT Option	1	\$999.28	\$999.28
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80
	<b>SPR</b>	<b>RCP295500BK</b>	3.25 GALLON TRASH CAN	2	\$10.97	\$21.94
	<b>SPR</b>	<b>RCP614300RED</b>	SLIM JIM FRONT STEP ON TRASH CAN - RED - 8 GALLON	1	\$168.06	\$168.06
	<b>WINCO</b>	<b>8550-SH</b>	CLINIC COUCH W/ SHELF BLACK VINYL COLOR	1	\$987.78	\$987.78

Subtotal: \$2,637.27

**ROOM E140 - OFFICE**

	<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
	<b>HON</b>	<b>H10578</b>	10500 Series Desk Shell 60W x 30D x 29-1/2H \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut	1	\$484.50	\$484.50
	<b>HON</b>	<b>HCRESCENTA3</b>	Crescent Handle Kit Black 3-Pack	1	\$46.75	\$46.75
	<b>HON</b>	<b>H1522</b>	Wood Center Drawer 22W x 15-3/8D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$147.16	\$147.16
	<b>HON</b>	<b>HF23B</b>	Black Removable Lock Core Kit .X102E 102E	3	\$26.56	\$79.68
	<b>HON</b>	<b>H314</b>	310 Series Vertical File 4 Drawer Letter w/Lock .P Standard Random Key Lock \$(P1) P1 Paint Opts .S Charcoal	1	\$569.50	\$569.50

	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	2	\$326.02	\$652.04
	<b>HON</b>	<b>HCRESCENTA2</b>	Crescent Handle Kit Black 2-Pack	1	\$36.13	\$36.13
	<b>HON</b>	<b>H10502</b>	10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H10504</b>	10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut	1	\$492.47	\$492.47
	<b>HON</b>	<b>H105681</b>	10500 Series Return Shell 29-1/2H x 41W x 24D \$(L1STD) Grd L1 Standard Laminates .LKI1 Kingswood Walnut LKI1 Kingswood Walnut	1	\$354.34	\$354.34
	<b>MOOR</b>	<b>C3B2J1D1F0</b>	H3 - W3 - White Board Back Panel - Peg Board Side Panel - NAVY - No Door - Shelves - Casters - Handles - *L3*	1	\$1,291.06	\$1,291.06
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$5,106.31

**ROOM E141 - SPED**

MFGR	Part Number	Description	Qty.	Sell	Ext Sell
<b>GUS</b>	<b>AMH-SST257</b>	COLORS AND SHAPES MATCHING BLOCKS WALL ACTIVITY YELLOW COLOR	1	\$1,028.13	\$1,028.13
<b>GUS</b>	<b>AMH-ROBOT</b>	ROBOT FACTORY ACTIVITY PANEL YELLOW COLOR	1	\$792.19	\$792.19

<b>GUS</b>	<b>4640601</b>	JIGSAW PUZZLE CORNER SET IN SYNTHETIC LEATHER	1	\$3,079.69	\$3,079.69
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<b>GUS</b>	<b>MB855223</b>	READING OASIS WITH SHELVES	1	\$2,790.63	\$2,790.63
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Subtotal: \$7,690.64

**xx FREIGHT xx**

<b>MFGR</b>	<b>Part Number</b>	<b>Description</b>	<b>Qty.</b>	<b>Sell</b>	<b>Ext Sell</b>
<b>EMEI</b>	<b>FREIGHT</b>	EST. FREIGHT COST	1	\$7,994.09	\$7,994.09

Subtotal: \$7,994.09

**Total including Delivery and Installation: \$341,810.37**

Sales Tax, if applicable, will be added to your invoice.

Approved By:

\_\_\_\_\_

Name

Date: \_\_\_\_\_

\_\_\_\_\_

Title

PO: \_\_\_\_\_

- Prices of items with fabric may change if different fabrics are selected. If no fabric is selected, the price is based on the standard fabric for that item, usually grade II or III.
- Furniture is made to order and is not returnable.
- Drawings must be checked by customer for accuracy of dimensions, location of doors, windows, built-ins, power and data receptacles.
- Quote number must be referenced on purchase order.
- Manufacturer warranties apply.
- Order changes must be in writing.
- All designs, plans, layouts, drawings and specifications are the property of EMEI and may not be used, reproduced or distributed, in whole or part, without prior written consent.
- All dimensions in this quote are nominal.
- We are pleased to provide these drawings and quotes in response to your request. The documents are provided to you without charge by Ernie Morris Enterprises, Inc. (EMEI) for marketing purposes only. They identify and depict office furniture products that could become freestanding, non-structural elements to be placed within the end users building. These documents are not intended to contain any specification, plan or depiction by EMEI of, or otherwise reflect any opinion, direction or proposal by EMEI with respect to any non-structural elements of the end user's building. To the extent the documents contain any depiction of any structural or non-structural elements of the end user's building; they are for reference purposes only.

Ernie Morris Enterprises, Inc.  
P O Box 818  
Bushnell FL 33513  
www.erniemorris.com



Quote #: **EKT06132025-R2**  
**(SAC ROOM AND OFFICE)**

**EARLY LEARNING ACADEMY**





Date: 8/1/2025

This quote prepared for:  
Putnam County School System  
1400 East Spring Street  
Cookeville, TN 38506

**QUOTATION**  
**DELIVERED & INSTALLED**  
**TIPS CONTRACT**  
**# 230301**

Quoted by: Lisa Kirkus  
615-806-4943  
lkirkus@erniemorris.com




**ROOM A101 - SAC ROOM**

	MFGR	Part Number	Description	Qty.	Sell	Ext Sell
	ABC	AS4L14	Alphabet, Seating, 4L, 14", Poly Shell G Boot Graphite + 4 Titanium 9H Blueberry	20	\$92.42	\$1,848.40
	ABC	DTLP-4ATP.3W.4	19"-29" Adjustable Wheelbarrow Legs, 4-Pack, 2 glides/2 casters, Titanium/Titanium	4	\$137.50	\$550.00
	ABC	DTT-RC3060E	Shape Tbl Top, Rectangle, 30x60, Lam-Banded Flat Edge (Legs and casters must be specified separately). 0 Standard Laminates HS Handspun Slate 2 Graphite	4	\$182.81	\$731.24
	EDU	BC300	PHYSICAL ED BALL CART	2	\$344.92	\$689.84
	FLAGSH IP	FA3070-44FS	7'6" x 12' Custom Rug	1	\$343.94	\$343.94
	SAF	5294	Industrial Wire Shelving Starter Unit, 24 x 48" GR Gray	2	\$346.25	\$692.50
	SAF	5283	Caster Kit for Wire Shelving. Set of 4, 2 Locking & 2 Non-Locking	2	\$159.38	\$318.76
	SPR	RCP295700BK	10.25 GALLON BLACK	1	\$22.20	\$22.20

Subtotal: \$5,196.88

**ROOM A103 - SAC OFFICE**

	MFGR	Part Number	Description	Qty.	Sell	Ext Sell
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	<b>HON</b>	<b>HLTV2460T-3</b>	Penninsula Teacher desk 24" x 60" with BBF \$(L1STD) Grd L1 Standard Laminates ~ Undecided LAMINATE Option ~ Undecided EDGE Option \$(P1) P1 Paint Opts ~ Undecided PAINT Option	1	\$999.28	\$999.28
	<b>HON</b>	<b>HIGS6</b>	Ignition Guest/Multi-Purpose Chair Four-Leg Stacking .N Armless .E Nylon Glide .U Upholstered \$(2) Grade 2 Uph ~ Undecided FABRIC Option ~ Undecided FRAME Option	1	\$326.02	\$326.02
	<b>HON</b>	<b>HSLVTMM</b>	Solve Task Mid Back Mesh Back .Y1 SynchroTilt w/ SeatSlide .A Height/Width Adjustable .H Hard Caster .IF 4-Way Fog \$(2) Grade 2 Uph ~ Undecided FABRIC Option .TL Titanium Adjustable Lumbar .SB Standard Base .TI Titanium	1	\$448.41	\$448.41
	<b>SPR</b>	<b>RCP295600BK</b>	7 GALLON TRASH CAN	1	\$11.80	\$11.80

Subtotal: \$1,785.51

**Total including Delivery and Installation: \$6,982.39**

Sales Tax, if applicable, will be added to your invoice.

Approved By: \_\_\_\_\_  
Name  
\_\_\_\_\_  
Title

Date: \_\_\_\_\_  
PO: \_\_\_\_\_

- Prices of items with fabric may change if different fabrics are selected. If no fabric is selected, the price is based on the standard fabric for that item, usually grade II or III.
- Furniture is made to order and is not returnable.
- Drawings must be checked by customer for accuracy of dimensions, location of doors, windows, built-ins, power and data receptacles.
- Quote number must be referenced on purchase order.
- Manufacturer warranties apply.
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- All designs, plans, layouts, drawings and specifications are the property of EMEI and may not be used, reproduced or distributed, in whole or part, without prior written consent.
- All dimensions in this quote are nominal.
- We are pleased to provide these drawings and quotes in response to your request. The documents are provided to you without charge by Ernie Morris Enterprises, Inc. (EMEI) for marketing purposes only. They identify and depict office furniture products that could become freestanding, non-structural elements to be placed within the end users building. These documents are not intended to contain any specification, plan or depiction by EMEI of, or otherwise reflect any opinion, direction or proposal by EMEI with respect to any non-structural elements of the end user's building. To the extent the documents contain any depiction of any structural or non-structural elements of the end user's building; they are for reference purposes only.

# Putnam County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term: <b>Expenses and Reimbursements</b>	Descriptor Code: <b>2.804</b>	Issued Date: <b>06/13/11</b>
		Rescinds: <b>2.804</b>	Issued: <b>11/06/08</b>

1 *Central Office*

2 Annually the Board shall review expense allowances and reimbursement guidelines.

### 3 **SCHOOL PERSONNEL**

4 School personnel who incur expenses in carrying out their authorized duties will be reimbursed **for the**  
5 **amount spent, including nominal sales tax expenses, upon submission of an approved voucher and**  
6 **supporting receipts to the school bookkeeper and subsequent approval by the school principal for**  
7 **payment.**

8 Expenses for travel will be reimbursed when the travel has the advance authorization of the director of  
9 schools. The director of schools may grant this authorization without prior board action when the travel  
10 expense has been anticipated and incorporated into the operational budget of the particular program  
11 involved.

12 The Board shall be responsible for all expenses pertaining to staff development. Student activity funds  
13 shall not be used for this purpose.<sup>1</sup>

### 14 **BOARD MEMBERS**

15 The Board will follow state regulations regarding expense allowances and reimbursement guidelines.  
16 The members of the board shall be paid for transportation, lodging, meals and other pertinent expenses  
17 when traveling on business for the Board. Salary and other benefits shall be determined by the County  
18 Commission.<sup>2</sup> Attendance at conventions or other educational meetings or travel for other school  
19 purposes shall be authorized in advance by the Board.<sup>3</sup>

20 Mileage reimbursement shall follow the guidelines of the *Tennessee Department of Finance and*  
21 *Administration Travel Reimbursement Rate Schedule* with any change in scheduled rates becoming  
22 effective in the next fiscal year. Daily food and/or lodging expenses shall be reimbursed based on actual  
23 cost incurred and must be documented with itemized receipts. Any daily food expense amounts greater  
24 than U.S. General Service Administration's Continental United States rates will not be reimbursed.

1 Expenses shall be submitted to the director of fiscal affairs office within thirty (30) days of the date of  
2 completion of such travel. The rate of payment shall be the same as the rate for members of the  
3 professional staff regarding transportation and meals. Lodging will be reimbursed on actual cost with  
4 supporting receipts.

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Legal References:

1. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 5-20
2. TCA 49-2-202(d)
3. TCA 49-2-2001(c)

# Putnam County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Personnel Goals</b>	Descriptor Code: <b>5.100</b>	Issued Date: <b>06/06/13</b>
		Rescinds: <b>5.100</b>	Issued: <b>12/03/01</b>

1 The goals of the district's personnel program shall include the following:

- 2 1. To develop and implement those strategies and procedures for personnel recruitment,  
3 screening, and selection which will result in employing the best available candidates;  
4
- 5 2. To develop a general assignment strategy for greatest contribution to the learning program  
6 and to utilize it as the primary basis for determining staff assignments;  
7
- 8 3. To develop a climate in which favorable staff performance, morale, and satisfaction are  
9 produced;  
10
- 11 4. To provide positive programs of staff development designed to contribute to improvement  
12 of the learning program and to each staff member's career development aspirations;  
13
- 14 5. To provide for a genuine team approach to education, including staff involvement in  
15 planning, decision making, and evaluation;  
16
- 17 6. To provide attractive compensation and benefits, **and working environments sufficient to**  
18 **attract and retain qualified employees**, as well as other provisions for staff welfare;  
19 and  
20
- 21 7. To **conduct employee evaluation that will contribute to the continuous improvement of all**  
22 **employees' performance.**

\_\_\_\_\_  
Cross Reference:

School District Goals 1.700

# Putnam County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Compensation Guides &amp; Contracts for Certified Personnel</b>	Descriptor Code: <b>5.110</b>	Issued Date: <b>06/06/13</b>
		Rescinds: <b>5.110</b>	Issued: <b>02/07/08</b>

1 The Board shall approve salary schedules for all professional personnel and the director of schools shall  
2 implement the approved salary schedules.<sup>1</sup>

3 The Board shall pay the salaries of all certified employees, including substitute and supplemental pay.  
4 No payment to any employee for service performed on behalf of the school system shall be made from  
5 any source other than the Board. Salaries and supplements may be paid from revenue derived from  
6 sources other than taxes, provided the revenue is deposited with salaries paid through the Board. This  
7 includes donations or contributions from individual, civic or other non-school related sources of funds  
8 from individual school activity funds, such as gate receipts and concessions.<sup>2</sup>

9 Professional teachers shall be employed based on the school calendar adopted by the Board for the same  
10 annual term of two hundred (200) days as follows:<sup>3</sup>

- 11 1. A minimum of one hundred and eighty (180) school days;\*
- 12 2. A minimum of five (5) working days to be used for in-service education;
- 13 3. Ten (10) vacation days;
- 14 4. Four (4) days as designated by the Board.
- 15 5. One (1) day for parent-teacher conferences.<sup>3</sup>
- 16 \* The number of student days may fluctuate based on use of stockpile days.

17 For each additional month that a professional teacher is employed, an additional nineteen (19) workdays  
18 and (1) vacation day will be added to the above term.

19 The director of schools shall set the work schedule for all certified administrators, supervisors and  
20 support personnel.

## 21 **DIFFERENTIATED PAY PLAN**

22 In accordance with 49-5-611, the Putnam County Schools has adopted a differentiated pay plan.<sup>4</sup> The  
23 differentiated pay plan is reviewed before July 1 of the next year for consideration of any modifications  
24 or changes to the staffing needs of the school district.

1 The differentiated pay plan will be submitted to the Tennessee Department of Education for review and  
2 approval on an annual basis July 1. The plan will be congruent with the guidelines promulgated by the  
3 Tennessee State Board of Education and will accurately reflect the needs of the Putnam County Schools  
4 is documented by the number of waivers requested by the district the previous school year or the  
5 implementation of new programs.

---

Legal References:

1. TCA 49-5-402
2. TCA 49-3-306; TCA 49-5-709; TCA 49-2-203(a)(1);  
TCA 49-6-2006; *Tennessee Internal School Financial Management Manual*,  
Section 5, Title 6
3. TCA 49-6-3004
4. TCA 49-5-611

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Cross References:

School Calendar 1.800  
Revenues 2.400  
Payroll Procedures 2.802  
Salary Deductions 2.803

# Putnam County Board of Education

	Descriptor Term: <b>Employment of Retirees</b>	Descriptor Code: <b>5.119</b>	Issued Date: <b>09/28/23</b>
		Rescinds: <b>5.119</b>	Issued: <b>01/05/23</b>

1 *General*

2 The Director of Schools may hire a retired individual if certain conditions are met as provided for in  
3 state law. **Prior to commencement of reemployment, the Director of Schools shall provide the required**  
4 **employment information to the Tennessee Consolidated Retirement System (TCRS). In order to be**  
5 **eligible for employment after retirement, a TCRS member must comply with the following:**

- 6 1. The retired member must have a bona fide separation of service which includes a separation of  
7 at least sixty (60) calendar days and no previous agreement to return to work after retirement;  
8 and  
9 2. The retired member may not accrue additional retirement benefits as a result of the member's  
10 reemployment and may not draw disability retirement benefits.

11 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

12 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed  
13 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers  
14 may substitute teach for additional days.<sup>1</sup>

Legal References

1. TCA 8-36-805; Public Acts of 2023, Chapter No. 425

Cross References

Application and Employment 5.106  
Substitute Teachers 5.701

# Putnam County Board of Education

	Descriptor Term: <b>Family and Medical Leave</b>	Descriptor Code: <b>5.305</b>	Issued Date: <b>09/28/23</b>
		Rescinds: <b>5.305</b>	Issued: <b>10/03/19</b>

## 1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school system or anyone who  
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for  
4 service for purposes of FMLA eligibility<sup>1</sup>) during the previous twelve month period shall be eligible to  
5 use FMLA leave.<sup>2</sup>

## 6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a  
8 fixed calendar year for the following reasons:

- 9 1. The birth of a child;
- 10 2. The placement of a child with the employee for adoption or foster care;
- 11 3. A serious health condition of the employee that makes the employee unable to perform the  
12 essential functions of his or her job position;
- 13 4. The care of a spouse, child, parent or next of kin of the employee who has a serious health  
14 condition; and
- 15 5. Any qualifying circumstances arising out of the fact that a spouse, child or parent of the  
16 employee is on covered active duty or has been notified of an impending call or order to  
17 covered active duty in the Armed Forces.

18 Granting of leave under this policy shall be subject to, and in accordance with, the provisions of  
19 applicable federal and state laws. An employee may substitute accrued paid leave for unpaid time. Use  
20 of accrued paid leave shall run concurrently with and be counted toward the employee's total period of  
21 FMLA leave.

## 22 MATERNITY/PATERNITY LEAVE

- 23 1. *Relationship between FMLA leave and Tennessee Maternity Act leave* – FMLA leave shall run  
24 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible  
25 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,  
26 childbirth and nursing of a newborn child.<sup>3</sup>  
27
- 28 2. *Teachers' Leave* – In accordance with state law, any teacher who goes on maternity sick leave  
29 shall be allowed to use all or a portion of the teacher's accumulated sick leave or annual leave

1 for maternity leave purposes. In order to be eligible to use sick leave, a written request of the  
2 teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be  
3 submitted. Upon verification by a written statement from an adoption agency or other entity  
4 handling an adoption, a teacher may also be allowed to use accumulated sick leave for adoption  
5 of a child. If both adoptive parents are teachers employed by the district, however, only one (1)  
6 parent is entitled to use such leave.<sup>4</sup>

7  
8 3. Spouses who are both eligible employees of the school district are limited to a combined total  
9 of twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is  
10 taken for birth and care of a newborn child, for placement of a child for adoption or foster care,  
11 or to care for a parent who has a serious health condition. Under certain circumstances, spouses  
12 who share leave for the birth or adoption of a child may be eligible for limited amounts of  
13 additional leave for other qualifying FMLA reasons.<sup>5</sup>

14  
15 4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is  
16 available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor  
17 child. An eligible employee taking leave under this provision shall not be required to utilize any  
18 other type of accrued leave during this period. Eligible employees include teachers, principals,  
19 supervisors, or other individuals required by law to hold a valid license of qualification for  
20 employment who have been with the school district full time for a least twelve (12) consecutive  
21 months and who meet the following requirements:

- 22  
23 a. Possess a valid license or an emergency credential issued by the Department of  
24 Education per TCA 49-5-106, required for the position the employee holds;
- 25  
26 b. Have been employed with the district full time for at least twelve (12) consecutive  
27 months in a position for which the employee is required by law to hold the license or an  
28 emergency credential referenced above at the time of the qualifying event; and
- 29  
30 c. Have held a valid license or an emergency credential issued by the Department of  
31 Education per TCA 49-5-106 for the entire twelve consecutive months of fulltime  
32 employment.

33  
34 Employees shall provide notice to the school district thirty (30) days prior to the intended use  
35 of the leave. If the employee learns about the need for a leave less than thirty (30) days in  
36 advance the employee shall give notice as soon as reasonably possible in order to be eligible for  
37 the paid leave. This paid leave does not need to be taken consecutively; however, the paid leave  
38 shall be used within twelve (12) months of the qualifying event. The leave shall run  
39 concurrently with FMLA leave.<sup>6</sup>

#### 40 **LEAVE FOR A SERIOUS HEALTH CONDITION<sup>7</sup>**

41 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when  
42 he/she is unable to work because of a serious health condition or to care for an immediate family  
43 member with a serious health condition. Granting of such leave shall be subject to the provisions of  
44 applicable federal and state laws. Employees shall contact Human Resources to determine if the reason  
45 for the leave qualifies as Family and Medical Leave. If the leave is foreseeable, the employee shall

1 give thirty (30) days' notice. If the leave is not foreseeable, the employee shall notify Human  
2 Resources as soon as practicable – generally, either the same or next business day. **This paid leave**  
3 **shall be either: (1) taken consecutively, except in extenuating circumstances, as determined by the**  
4 **Director of Schools; or (2) taken nonconsecutively, but in increments of no less than one (1) week. The**  
5 **paid leave shall be used within twelve (12) months of the qualifying event and shall run concurrently**  
6 **with FMLA leave.**

## 7 **LEAVE FOR MILITARY FAMILY MEMBERS**

- 8 1. *Qualifying Exigency Leave*<sup>8</sup> – Eligible employees are entitled to up to twelve (12) workweeks  
9 of leave because of any “qualifying exigency” arising out of the fact that the spouse, son,  
10 daughter or parent of the employee, as defined under the FMLA, is on active duty or has been  
11 notified of an impending call to active duty, or has been notified of an impended call to active  
12 duty status, in the Armed Forces. Qualifying exigencies may include:  
13 a. issues arising from the service member’s short notice deployment;  
14 b. military events and related activities (e.g. official ceremonies, support programs);  
15 c. making or updating financial and legal arrangements attending counseling;  
16 d. attending counseling;  
17 e. taking up to fifteen (15) days leave to spend time with a covered service member who is  
18 on short-term rest and recuperation leave during deployment; or  
19 f. attending post-deployment activities.

20

- 21 2. *Military Caregiver Leave*<sup>9</sup> – An eligible employee who is the spouse, son, daughter, parent or  
22 next of kin of a covered service member or covered veteran with a serious injury or illness is  
23 entitled to up to twenty-six (26) workweeks of leave in a “single twelve (12) month period”. A  
24 covered service member is a current member of the Armed Forces, including a member of the  
25 National Guard or Reserves, who is undergoing medical treatment, recuperation or therapy, is  
26 otherwise in out-patient status, or is otherwise on the temporary disability retired list, for a  
27 serious injury or illness.

28 A covered veteran is an individual who was a member of the Armed Forces at any time during the  
29 period of five (5) years preceding the date of the medical treatment, recuperation or therapy that  
30 has a serious injury or illness who is currently receiving medical treatment, recuperation or therapy.

31 The “single twelve (12) month period” for leave to military caregiver leave begins on the first day  
32 the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is  
33 limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered  
34 service member. The maximum of twenty-six (26) workweeks may include no more than twelve  
35 (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement  
36 of a child for adoption or foster care, for care of a parent who has a serious health condition or for  
37 the employee’s own serious health condition.

## 38 **INTERMITTENT LEAVE**<sup>10</sup>

39 Eligible employees may take FMLA leave intermittently when medically necessary to care for a  
40 seriously ill family member or because of the employee’s own serious health condition or for the care

1 for a newborn, a newly adopted child or a newly placed foster care child. When a licensed employee  
2 requests foreseeable leave for planned medical treatment and the employee would be on leave for  
3 greater than 20% of the total number of working days in the period during which the leave would  
4 extend, the school district may require that such employee elect either to take the leave for periods of a  
5 particular duration, not to exceed the duration of the planned medical treatment or to transfer  
6 temporarily to an available alternative position offered by the school district for which the employee is  
7 qualified, and that has equivalent pay and benefits and better accommodates recurring periods of leave.

## 8 RESTRICTIONS

### 9 1. Notice Requirements

- 10
- 11 • *Employee Notice*<sup>11</sup> – For foreseeable leave, the employee shall provide the Director of  
12 Schools with at least thirty (30) days written notice before the beginning of the  
13 anticipated leave.
  - 14
  - 15 • *District Notice* – Once it has been established that the leave requested qualifies for  
16 FMLA, the Director of Schools/designee shall notify the employee within three (3)  
17 business days (absent extenuating circumstances) that any leave taken pursuant to state  
18 leave statutes (paid vacation leave, personal leave, sick leave, or workers'  
19 compensation) shall run concurrently with FMLA leave. The notice may be given orally  
20 or in writing. If the notice is oral, it shall be confirmed in writing, no later than the  
21 following pay day.<sup>13</sup>
  - 22

### 23 2. Certification Requirement<sup>14</sup>

- 24 • The Director of Schools may require that a request for leave be supported by  
25 certification issued by a health care provider with the following information:
  - 26 ▪ The date on which the serious health condition commenced;
  - 27 ▪ The probable duration of the condition;
  - 28 ▪ The appropriate medical facts within the knowledge of the health care  
29 provider regarding the condition; and
  - 30 ▪ A statement that the eligible employee is needed to care for the son,  
31 daughter, spouse or parent and an estimate of the amount of time that such  
32 employee is needed.
- 33 • If there is any reason to doubt the validity of the certification provided, the Director of  
34 Schools may require, at the expense of the school district, an opinion of a second health  
35 care provider.

### 36 3. Period Near the End of an Academic Term (Professional Employees)<sup>15</sup>

- 37 • If leave is taken more than five (5) weeks prior to the end of the term, the Director of  
38 Schools may require the employee to continue taking leave until the end of the term if  
39 the leave is at least three (3) weeks of duration and the return of employment would  
40 occur during the three (3) week period before the end of the term.

- If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools may require the employee to continue taking leave until the end of the term if the leave is greater than two (2) weeks duration and the return to employment would occur during the two (2) week period before the end of the term.

## REQUIREMENTS OF THE BOARD<sup>16</sup>

1. The employee shall be restored to the same position of employment or an equivalent position with no loss of benefits, pay, or other terms of employment.
2. The employee shall be kept under any group health plan for the duration of the leave.
3. The board may recover the premium paid under the following conditions:
  - a. The employee fails to return from leave after the period of leave has expired; and
  - b. The employee fails to return to work for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond the control of the employee.

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### Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at \*1—10 (6th Cir. Oct. 17, 2000)
2. 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)
5. 29 CFR § 825.120(a)(3)
6. Public Acts of 2023, Chapter No. 399
7. 29 CFR § 825.113
8. 29 CFR § 825.126
9. 29 CFR § 825.124; 29 CFR § 825.127
10. 29 CFR § 825.202
11. 29 CFR § 825.302-825.304
12. 29 CFR § 825.207
13. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
14. 29 CFR § 825.305-825.313
15. 29 CFR § 825.602

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### Cross References

- Sick Leave 5.302  
 Long-Term Leaves of Absence 5.304

16. 29 USCA § 2614

# Putnam County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Substitute Teachers</b>	Descriptor Code: <b>5.701</b>	Issued Date: <b>08/01/24</b>
		Rescinds: <b>5.701</b>	Issued: <b>01/05/23</b>

1 Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies  
2 until a licensed teacher is available.<sup>1,2</sup> Substitute teachers may be employed and paid directly by the  
3 Board or by a third-party employer through an agreement between such third-party employer and the  
4 Board.

5 Substitute teachers employed by third party entities shall be subject to the same unemployment benefit  
6 eligibility conditions as substitute teachers employed directly by the Board.<sup>2</sup>

## 7 APPLICATION/QUALIFICATIONS

8 Criminal history record checks and fingerprinting of applicants for substitute teaching are required.<sup>3</sup>

9 Applicants with revoked or suspended licenses or certificates according to the State Board of Education  
10 shall not be hired.<sup>4</sup>

11 Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with  
12 board policy, state laws, and State Board of Education rules and regulations. [Licensed instructors must  
13 provide proof of current Tennessee license.]

14 A list of substitute teacher(s) will be prepared by the human resources director who will maintain file(s)  
15 which may include transcripts, credentials, recommendations, and other pertinent information.

## 16 COMPENSATION

17 If employed directly by the district, the compensation of substitute teachers shall be determined annually  
18 by the Board.

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

## 22 CERTIFICATION

23 When substituting for a regular teacher who has been absent for **thirty (30)** consecutive days, a substitute  
24 teacher shall possess a teaching certificate with endorsement in the discipline(s) to be taught or shall be  
25 a retired teacher that held the appropriate endorsement.<sup>6</sup> When substituting for a teacher without sick  
26 leave, the substitute shall be certified and paid according to the state salary schedule.<sup>1</sup>

## 1 EMERGENCY NEEDS

2 All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations.  
3 Emergency use shall be defined as less than a full day due to the regular or substitute teacher being  
4 unable to arrive on time or remain for the full day. [A highly qualified teacher assistant may assume  
5 responsibility of a classroom for three (3) days in lieu of a substitute teacher. Exception, federally funded  
6 teacher assistant shall not be used.]

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

## 10 TRAINING AND ORIENTATION

11 The Director of Schools shall be responsible for ensuring that there are appropriate training and  
12 development programs for substitute teachers that includes the annual school safety training required by  
13 state law.<sup>7</sup>

## 14 RESPONSIBILITIES

15 Substitute teachers shall assume the same responsibilities as the regular teacher, including but not limited  
16 to, bus duty and playground supervision.

## 17 RE-EMPLOYMENT/TERMINATION

18 On an annual basis, the Director of Schools, with input from the principals, shall determine which  
19 substitute teachers performed at an acceptable level. Substitute teachers who performed below an  
20 acceptable level shall not be re-employed.

21 All substitutes shall be responsible for providing correct addresses and phone numbers and for notifying  
22 the principal and/or third-party employer if they wish to terminate their service as substitutes.

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### Legal References

1. [TRR/MS 0520-01-02-.04\(5\)](#)
2. [TCA 49-5-709](#)
3. [TCA 49-5-413\(a\)\(2\)](#)
4. [TCA 49-2-203\(a\)\(14\)\(C\)](#)
5. [TCA 49-3-312\(b\)](#)
6. [TCA 49-3-312\(a\); TRR/MS 0520-01-02-.04\(5\)\(b\)](#)
7. [Public Acts of 2024, Chapter No. 735; TCA 49-6-805\(7\)](#)

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### Cross References

- Background Investigations 5.118  
Employment of Retirees 5.119

<b>Putnam County Board of Education</b>			
Monitoring: <b>Review: Annually, in December</b>	Descriptor Term: <b>Reporting Student Progress</b>	Descriptor Code: <b>4.601</b>	Issued Date:
		Rescinds:	Issued:

1    **REPORT CARDS**

2    Student progress reports shall be provided at least once every 9 weeks during the school year. Each  
3    report shall be signed by the parent(s)/guardian(s) and returned promptly to the school. The Director of  
4    Schools shall develop a reporting procedure that includes how parents can access this information  
5    online.<sup>1</sup>

6    Student progress reports shall indicate the students’ conduct and include information on attendance,  
7    academic progress, and other information necessary to communicate effectively with the  
8    parent(s)/guardian(s). For students in grades kindergarten through eight (K-8), the student’s score on the  
9    most recently administered universal reading screener shall also be included along with the results of a  
10    dyslexia screener, if applicable.<sup>2</sup>

11    In addition to the regular progress reports, principals and teachers are encouraged to confer with  
12    parent(s)/guardian(s) on the educational progress of their children. Teachers shall consult with  
13    parent(s)/guardian(s) of students who are working at an unsatisfactory level or whose performance shows  
14    a sudden deterioration. Parent(s)/guardian(s) shall be notified by the teacher as early in the school year  
15    as possible if the retention of a student is being considered.

16    **PARENT CONFERENCES**

17    At least two (2) times during the school year, conferences shall be scheduled in which  
18    parent(s)/guardian(s) and teachers may discuss any pertinent problems or other matters of concern  
19    regarding the development and education of each student. These scheduled conferences shall not use any  
20    portion of the one hundred eighty (180) days of classroom instruction.<sup>3</sup> The Director of Schools shall be  
21    responsible for scheduling and coordinating system wide conferences.

22    Conferences shall be physically accessible to all students and parent(s)/guardian(s).<sup>4</sup>

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Legal References

1. [TRR/MS 0520-01-03-.03\(5\); TCA 49-6-901](#)
2. [Public Acts of 2025, Chapter No. 330](#)
3. [TCA 49-6-7002](#)
4. [28 CFR § 36.201](#)

Cross References

- School Calendar 1.800
- Section 504 & ADA Grievance Procedures 1.802
- Grading System 4.600
- Promotion and Retention 4.603
- In-Service and Professional Learning Opportunities 5.113
- Staff Time Schedules 5.602
- Attendance 6.200
- Withdrawals 6.207

# Putnam County Board of Education

Monitoring:	Descriptor Term:  <b>Testing Programs</b>	Descriptor Code:  <b>4.700</b>	Issued Date:  <b>09/28/23</b>
		Rescinds:  <b>4.700</b>	Issued:  <b>12/02/21</b>

1 The Board shall provide for a system wide testing program, which shall be periodically reviewed and  
2 evaluated. The purposes of the program shall be to:

- 3 1. Assist in promoting accountability;
- 4 2. Determine the progress of students;
- 5 3. Assess the effectiveness of the instructional program and student learning;
- 6 4. Aid in counseling and guiding students in planning future education and other endeavors;
- 7 5. Analyze the improvements needed in each instructional area;
- 8 6. Assist in the screening of students with learning difficulties;<sup>1</sup>
- 9 7. Assist in placing student in remedial programs;
- 10 8. Provide information for college entrance and placement; and
- 11 9. Assist in educational research by providing data.<sup>2</sup>

12 The director of schools shall be responsible for planning and implementing the program, which  
13 includes:

- 14 1. Determining specific purpose of each test;
- 15 2. Selecting the appropriate test to be given;
- 16 3. Establishing procedures for administering the tests;
- 17 4. Making provisions for interpreting and disseminating the results;
- 18 5. Maintaining testing information in a consistent and confidential manner; and
- 19 6. Ensuring that the results are obtained as quickly as possible, especially when placement in a  
20 special learning program might be necessary.

21 State-mandated student testing programs shall be undertaken in accordance with procedures published  
22 by the State Department of Education.<sup>3</sup>

23 The Director of Schools may exclude these scores from students' final grades if results are not received  
24 by the district at least five (5) instructional days before the end of the course.<sup>4,5</sup>

## 25 **STUDENT ABSENCES**

26 Students who are absent during the Grade 2, 3 – 8 TCAP or HS EOC's will be required to make up any  
27 missed assessment(s) during TCAP / EOC make up days. Students who are absent during the EOC  
28 assessment due to unexcused absences shall receive a zero on the assessment which shall be averaged  
29 into their final grade.

1

**2 WEIGHTING TCAP SCORES**

3 TNReady<sup>4</sup> and EOC<sup>5</sup> scores shall be included in students' final grades, as follows:

- 4 1. Grades 3-5 – 15% of the second semester average
- 5 2. Grades 6-8 – 15% of the second semester average
- 6 3. Grades 9-12 – 15% of the second semester average

7 The Putnam County School System shall use the following methodology: cube root.

8 The Director of Schools may exclude these scores from students' final grades if results are not received  
9 by the district at least five (5) instructional days before the end of the course.<sup>4 5</sup>

**10 INTEREST INVENTORIES AND CAREER ASSESSMENTS<sup>6</sup>**

11 Interest inventories shall be made available to middle and high schoolers. These may include  
12 assessments of a state-approved program and the ASVAB.

13 Career aptitude assessments shall be administered to 7<sup>th</sup> and/or 8<sup>th</sup> graders in order to inform the  
14 student's high school plan of study.

**15 TESTING INFORMATION AND PARENTAL CONSENT**

16 Any test directly concerned with measuring student ability or achievement through individual or group  
17 psychological or social metric tests shall not be administered by or with the knowledge of any  
18 employee of the system without first obtaining written consent of the parents or guardians.<sup>2</sup>

19 Results of all group tests shall be recorded on students' permanent records and shall be made available  
20 to appropriate personnel in accordance with established board policies.<sup>7</sup>

21 No later than July 31<sup>st</sup> of each year, the Board shall publish on its website information related to state  
22 and board mandated tests that will be administered during the school year. The information shall  
23 include:<sup>8</sup>

- 24 1. The name of the test;
- 25 2. The purpose and use of the test;
- 26 3. The grade or class in which the test will be administered;
- 27 4. The tentative date or dates that the test will be administered;
- 28 5. The time and manner in which parent(s)/guardian(s) and students will be notified of the results  
29 of the test<sup>9</sup>
- 30 6. How parent(s)/guardian(s) can access the questions and answers on their student's state-  
31 required tests; and
- 32 7. If a board mandated test, how the test complements and enhances students' instruction and  
33 learning and how it serves a purpose distinct from state-required tests.

1 Testing information shall also be placed in student handbooks or other school publications that are  
2 provided to parent(s)/guardian(s) on an annual basis.

### 3 **TESTING TRANSFER STUDENTS FOR GRADE PLACEMENT OR AWARDING CREDIT**<sup>9</sup>

4 Students transferring from a Category IV church-related school, Category V private school, or home  
5 school shall be awarded credit upon completion of a written exam. These exams shall be approved,  
6 administered, and graded by the school's principal/designee. Upon request from a parent/guardian,  
7 student scores from a nationally standardized achievement test in the relevant subject shall be accepted  
8 as a substitute for these exams.

9 For students in grades one through eight (1-8), the exam shall only cover the last grade completed. For  
10 students in grades nine through twelve (9-12), the exam shall only cover the last course completed by  
11 the student (for example, if a student has completed English I, II, and III, the examination shall only  
12 cover English III).

13 The Director of Schools shall provide notice to parent(s)/guardian(s) of these exams

### 14 **HIGH SCHOOL CREDIT EXAM FOR ELIGIBLE COURSES**<sup>10</sup>

15 A student in grades nine through twelve (9-12) may receive credit for an eligible course in which the  
16 student is not enrolled but attains a qualifying score on the eligible course's credit exam. The  
17 qualifying scores for these exams shall be presented to the Board at the July board meeting.

18 The Director of Schools/designee shall be responsible for determining which eligible courses will have  
19 a credit exam and shall provide high school students each semester the opportunity to take a credit  
20 exam for an eligible course offered. Each eligible course's credit exam shall be administered to any  
21 student seeking course credit conducted by VITAL during the testing window before *Spring*  
22 *Registration*. Before taking a credit exam, the student shall be notified of the qualifying score needed  
23 to receive credit for the eligible course and the grade that will be included in his/her overall grade point  
24 average if the student achieves a qualifying score on the credit exam. A student may only take a credit  
25 exam once.

26 A student may take up to four (4) exams, earning no more than four (4) credits that will be applied to  
27 the student's graduation requirements and be included in the student's overall grade point average.

28 The Director of Schools/designee shall provide information on these exams to the Department of  
29 Education at the end of the school year per state law.

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#### Legal References

1. TCA 49-10-108
2. 20 USCA § 1232(g)
3. TRR/MS 0520-01-03-.03(11)
4. TCA 49-1-617; State Board of Education Policy 2.102

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#### Cross References

- Student Surveys, Analyses, and Evaluations 6.4001
- Student Records 6.600

5. TRR/MS 0520-01-03-.03(10); State Board of Education Policy 2.103; TCA 49-1-617
6. TCA 49-6-412
7. TCA 10-7-504(a)(4)(A)
8. TCA 49-6-6007; State Board of Education Policy 2.102; State Board of Education Policy 2.103
9. TRR/MS 0520-07-01-.03(3)
10. Public Acts of 2023, Chapter No. 269; State Board of Education Policy 2.103

# Putnam County Board of Education

	Descriptor Term:  <b>Required State Testing: TN Comprehensive Assessment Program (TCAP)</b>	Descriptor Code:  <b>4.7001</b>	Issued Date:  <b>05/03/18</b>
		Rescinds:  <b>4.7001</b>	Issued:  <b>08/03/17</b>

1    **Percent of Course Grade**

2    ~~Required state tests will be reported from the State using proficiency levels. The cut scores will vary~~  
 3    ~~with each test and will be determined by the state. State cut scores and/or conversion scales are~~  
 4    ~~available on the state website.~~

5    ~~Student scores on the Tennessee Comprehensive Assessment Program's (TCAP) grades three through~~  
 6    ~~eight (3-8) shall comprise fifteen (15%) percent of the student's final grade in the spring semester in~~  
 7    ~~the subject areas of mathematics, reading/language arts, science and social studies.<sup>1</sup>The percentage~~  
 8    ~~will be as follows:~~

- 9            ~~• 2016-2017 school year—10% of the final Spring Semester average;~~  
 10          ~~• 2017-2018 school year—0% of the final Spring Semester average; and~~  
 11          ~~• 2018-2019 school year and each year thereafter—15% of the final Spring Semester average~~

12    ~~The director of schools may exclude End-of-Course (EOC) scores from students' final grade if scores~~  
 13    ~~are not received by the district at least five (5) instructional days before the end of the course.<sup>2,3</sup>~~

14    ~~High School TCAP (End-of-Course) assessment scores will be included in the students' final grade as~~  
 15    ~~follows:<sup>2</sup>~~

- 16            ~~• 2016-2017 school year—10% of the student's final average~~  
 17            ~~• 2017-2018 school year and each year thereafter—0% of the student's final average~~

18    **Methodology for EOC**

19    ~~The director of schools or his/her designee will choose the use of one of the state options to use as the~~  
 20    ~~methodology to determine the Quick Scores each year by content area that best benefits the majority of~~  
 21    ~~the students: 1) Cube Root or 2) Target Grade—District Average or State Average. The methodology~~  
 22    ~~selected in the fall of the year for each content will be the same methodology used in the spring of that~~  
 23    ~~year.~~

24    **Student Absences**

25    ~~HS TCAP~~

1 All absence(s) during the TCAP assessment will be determined as excused or unexcused absence(s)  
2 according to Board Policy 6.200, Student Attendance. All students absent during the scheduled time(s)  
3 will receive an Incomplete in the course until they have taken the HS TCAP assessments during the  
4 next state assessment window. After the next state assessment window, the Incomplete will be  
5 replaced with the student score or zero (0) if the assessment has not been completed. These scores will  
6 be averaged into their final grade for the class. A locally created assessment cannot be administered in  
7 lieu of a state assessment.

## 8 3-8 TCAP

9 A student who is absent for any content area(s) of the 3-8 TCAP assessment must provide  
10 documentation of the absence according to Board Policy 6.200, Student Attendance. If the absence is  
11 excused, the student will receive an exempt score from the assessment. An exempt score would not  
12 count toward the second semester final average. If the absence is unexcused, the student will receive a  
13 zero (0) as their score for the assessment in the content area they were absent. A locally created  
14 assessment cannot be administered in lieu of a state required assessment.

15 A student who refuses to participate in any state mandated assessment will not receive a score from  
16 that assessment as reported by the state. Therefore, students shall receive a zero (0) for that content  
17 area.

## 18 Course Credits

19 **If a student fails a TCAP-assessed class, there are two (2) options:**

- 20 1. ~~The student participates in a local credit recovery program. It would not be appropriate for the~~  
21 ~~student to retake the TCAP assessment.~~
- 22 2. ~~The student repeats the TCAP-assessed course. Upon completing the class, the student must~~  
23 ~~retake the assessment. The assessment will count as a percentage of the second semester grade~~  
24 ~~as enumerated above.~~
- 25

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### Legal References

1. TCA 49-1-617
2. TCA 49-1-617(b); TRR/MS 0520-01-03-.06(1)(b)
3. TRR/MS 0520-01-03-.06(1)(b); State Board of  
Education Policy 2.103

# Putnam County Board of Education

	Descriptor Term: <b>School District Records</b>	Descriptor Code: <b>1.407</b>	Issued Date: <a href="#">Click here to enter a date.</a>
		Rescinds: <b>1.407</b>	Issued: <b>09/28/17</b>

1 The director of schools shall maintain all school district records required by law, regulation, and board  
2 policy. Any citizen of Tennessee shall be permitted during business hours to inspect public records  
3 maintained by the school district unless otherwise prohibited by law. Any citizen of Tennessee may  
4 request in writing and receive copies of open public records subject to the payment of reasonable  
5 cost.<sup>1,2,3,4</sup>

6 No records pertaining to individual students will be released for inspection by the public or any  
7 unauthorized persons. In addition information, records, and plans related to security and safety will not  
8 be released for public inspection.<sup>5</sup>

9 All requests to inspect or receive copies of records shall be submitted to the district's public records  
10 request coordinator, the Chief Finance Officer, whose name may be found at <http://www.pcsstn.com/>.

11 The public records request coordinator shall forward requests for inspection or copies of records to the  
12 appropriate records custodian.<sup>6</sup>

13 Prior to producing any record, the records custodian shall ensure confidential information is redacted.  
14 Original documents remain intact and confidential information in copies produced for a requestor shall  
15 be redacted. The director of schools shall develop a procedure to redact confidential information.

## 16 **REQUESTS FOR INSPECTION<sup>2</sup>**

17 Citizens requesting to inspect public records shall submit their request and a government issued photo  
18 identification card with the citizen's address to the district's public records request coordinator during  
19 normal business hours. Requests may be made in person or by telephone, ~~fax~~, mail, or **electronic**  
20 **transmission email**. The coordinator shall submit the information to the appropriate records custodian.  
21 The records custodian will contact the citizen and indicate when the records will be available to  
22 inspect.

23 If the records cannot be made available within seven (7) business days, the records custodian shall  
24 provide a records production letter indicating the time needed to complete the request.

25 If the request to inspect is denied, the records custodian shall provide the citizen with a records request  
26 denial letter indicating the basis for the denial.

## 1 REQUESTS FOR COPIES<sup>2</sup>

2 Citizens requesting copies of public records shall complete and submit the Records Request Form and  
3 a government issued photo identification card with the citizen's address to the district's public records  
4 request coordinator during normal business hours. The coordinator shall submit the Records Request  
5 Form to the appropriate records custodian.

6 The records custodian shall provide an estimate of the reasonable costs to produce the requested  
7 records. The Tennessee Comptroller of the Treasure, Office of Open Records Counsel Schedule of  
8 Reasonable Charges found at [https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-  
9 and-guidelines/ScheduleofReasonableCharges.pdf](https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf) shall be used to determine the reasonable cost. The  
10 records custodian will provide the citizen with an invoice detailing the charges. The citizen shall pay  
11 the estimated reasonable costs prior to the district producing the copies.

12 If the records cannot be made available within seven (7) business days, the records custodian shall  
13 provide a records production letter indicating the time needed to complete the request.

14 If the request for copies is denied, the records custodian shall provide the citizen with a records request  
15 denial letter detailing the basis for the denial.

## 16 FREQUENT AND MULTIPLE REQUESTS

17 When the total number of requests for copies made by a requestor within a calendar month exceeds  
18 four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to  
19 produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be  
20 notified of this policy and provided with a Notice of Aggregation of Multiple Requestors form. The  
21 Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable  
22 Charges found at [https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-  
23 guidelines/ScheduleofReasonableCharges.pdf](https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf) shall be used to determine the reasonable cost. Further, the  
24 names of persons inspecting records and the date of inspection shall be recorded.

## 25 DENYING REQUESTS FOR NONCOMPLIANCE<sup>7</sup>

### 26 *Requests to Inspect a Public Record*

27 The district shall deny a request to inspect a public record from any citizen that has:

- 28 a. made two (2) or more requests to view a public record within a six-month period; and  
29 b. for each request failed to view the record within fifteen (15) business days of receiving  
30 notification that the record was available.

31 Request from this citizen shall be denied for up to six (6) months from the date of the second records  
32 request. The district's public records request coordinator may waive this denial if he/she determines  
33 that failure to view the record was for good cause.

### 34 *Requests for Copies of Public Records*

1 The district shall deny a request for copies of a public record from any citizen that has:

- 2 1. been provided with an estimate of the reasonable cost to produce the requested records;
- 3 2. agrees to pay such estimated reasonable cost prior to production of the records; and
- 4 3. fails to pay the actual cost after the records have been produced.

5 Additional requests from this citizen shall be denied until the original cost is paid.

## 6 **RECORDS RETENTION**

7 The director of schools and/or his/her designee(s) shall retain and dispose of school district records in  
8 accordance with the following guidelines:<sup>2,4</sup>

- 9 a. The director of schools and/or his/her designee(s) will determine if a particular record is of  
10 permanent or temporary value in accordance with regulations promulgated by County  
11 Public Records Commission and the Tennessee Institute for Public Services records  
12 manual;<sup>8,9</sup>  
13
- 14 b. Temporary value records which have been kept beyond the required time may be  
15 recommended to the Public Records Commission for destruction;<sup>10,11</sup>  
16
- 17 c. The records that the State Librarian and Archivist desire to preserve in their facilities will  
18 be transferred to the State Library and Archives. The temporary value records rejected by  
19 the State Library and Archives may be transferred to another institution or destroyed;<sup>10,11,12</sup>  
20
- 21 d. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the  
22 director of schools desires to destroy the original permanent records, these records must be  
23 reproduced by microfilming or some other permanent reproduction method. Permission to  
24 destroy any original permanent record after microfilming follows the same procedure noted  
25 above for temporary records;<sup>9,11</sup> and  
26
- 27 e. The director of schools shall establish procedures to safeguard against the unlawful  
28 destruction, removal, or loss of records.<sup>13</sup>

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Legal References

1. TCA 49-2-301(b)(1)(CC)
2. TCA 10-7-503
3. TCA 10-7-506(a)
4. TCA 49-2-104
5. TCA 10-7-504(p)
6. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, available at <https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf>.
7. TCA 10-7-503(a)(7)(A)
8. TCA 10-7-401
9. TCA 10-7-406
10. TCA 10-7-404
11. TCA 10-7-413
12. TCA 10-7-414
13. TCA 39-16-504
14. TCA 10-7-503(g)

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Cross References

Financial Reports and Records 2.701  
Personnel Records 5.114  
Student Records 6.600

# Putnam County Board of Education

	Descriptor Term: <h2 style="text-align: center;">Emergency Preparedness Plan</h2>	Descriptor Code: <h3 style="text-align: center;">3.202</h3>	Issued Date: <a href="#">Click here to enter a date.</a>
		Rescinds: <h3 style="text-align: center;">3.202</h3>	Issued

1 The Director of Schools shall be responsible for developing, maintaining, and acquiring board  
 2 approval of the district Emergency Preparedness Plan,<sup>1</sup> which shall include procedures for  
 3 bomb threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe  
 4 weather, and medical emergencies.

5 The principal of each school shall develop and implement emergency preparedness drills  
 6 which shall be approved by the Director of Schools. When appropriate, such drills shall be  
 7 held in conjunction with emergency response agencies.

## 8 FIRE AND SAFETY DRILLS

9 The principal shall ensure that one fire drill requiring full evacuation is given every thirty (30)  
 10 school days, with **no more than** two (2) fire drills occurring during the first thirty (30) full days  
 11 of the school year. Additionally, he/she shall ensure that four (4) fire safety educational  
 12 announcements are conducted throughout the year.<sup>2</sup>

13 The principal shall ensure that three (3) additional safety drills are given during the school  
 14 year.<sup>3</sup> These drills may cover inclement weather, earthquakes, armed intruders, or other  
 15 emergency drills that do not require full evacuation. A record of all fire or safety drills,  
 16 including the time and date, shall be kept in each school's office.<sup>3</sup>

17 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers  
 18 and shall give all school personnel instructions on how to properly use fire extinguishers.

19 **The district shall work with local law enforcement and the local fire department to develop a procedure**  
 20 **for identifying the cause of fire alarm activation. This procedure must be in place by January 1, 2025**  
 21 **and shall be reviewed and updated annually thereafter.<sup>4</sup>**

## 22 ANNUAL DRILLS<sup>5</sup>

23 The principal shall ensure that the school safety team conducts each of the following type of  
 24 drills annually:

- 1 1. An armed intruder drill in coordination with local law enforcement;
- 2 2. An incident command drill; and
- 3 3. An emergency safety bus drill.

#### 4 **AED DRILLS<sup>6</sup>**

5 All schools shall conduct a CPR and AED drill to ensure students are aware of the steps that  
6 must be taken in the event of a medical emergency. The principal shall ensure that the drill  
7 occurs.

8 The Director of Schools shall develop the necessary administrative procedures on AED and  
9 CPR training, planning, notification, and maintenance to comply with state law.

#### 10 **MEDICAL EMERGENCIES/PANDEMIC FLU<sup>7</sup>**

11 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall  
12 cooperate and consult with the local and state health departments and other emergency or  
13 healthcare providers in protecting students and the community from further infection. The  
14 director of schools shall develop procedures for health emergencies in accordance with state  
15 law and regulations.

#### 16 **REMOTE LEARNING DRILLS<sup>8</sup>**

17 At least once each year, a remote learning drill shall be conducted. The drill shall accurately  
18 reflect how students will transition to remote learning in the event of a disruption to school  
19 operations. Students shall not be asked or required to transition to remote learning at any time  
20 during the drill.

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#### Legal References

1. TRR/MS 0520-01-02-.30(2); TCA 49-6-804; TCA 49-6-805(8)
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. [TCA 49-6-807\(e\)](#)
5. [TCA 49-6-807](#)
6. [TCA 49-2-122](#); [TCA 49-6-1208](#)
7. [TCA 49-6-3004\(a\), \(e\)](#); [TCA 49-5-404](#)
8. [TCA 49-2-139](#)

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#### Cross References

Emergency Closings 1.8011  
Safety 3.201  
Community Use of School Facilities 3.206



# Putnam County Board of Education

	Descriptor Term: <b>Threat Assessment Team</b>	Descriptor Code: <b>3.204</b>	Issued Date: <b>09/28/23</b>
		Rescinds:	Issued

1 *General*<sup>1</sup>

2 A threat assessment team shall be created within the school district to develop intervention-based  
3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a  
4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members  
5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations  
7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.<sup>2</sup>

10 **RECORDKEEPING**<sup>3</sup>

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that  
12 resulted in intervention and shall provide the information to the Director of Schools and Coordinated  
13 School Health (CSH).

14 A report of the activities of the threat assessment team will be compiled and shared with the Board  
15 before each regular meeting.

16 Documents produced or obtained regarding these assessment activities will not be open for public  
17 inspection.

18 **REPORTING**<sup>4</sup>

19 The Director of Schools shall develop a process for providing parent(s)/guardian(s) information on  
20 credible threats of violence or significantly disruptive behavior directed toward or occurring on the  
21 grounds of the school their student attends. Such reports shall include incidents that are reported to a  
22 state or local law enforcement agency. These reports must be made within forty-eight (48) hours of the  
23 district's report to law enforcement.

1 At least once per quarter, the Director of Schools shall provide the Board with a report listing the total  
2 number of incidents reported to state and local law enforcement agency requiring notice to  
3 parent(s)/guardian(s) for the respective quarter as well as total for the year to date.

4

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Legal References

1. TCA 49-6-2701 *et seq.*; Public Chapter 2023, Chapter No. 367
2. TCA 49-6-2701(f)
3. TCA 49-6-2702
4. [Public Acts of 2025, Chapter No. 215](#)

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Cross References

School District Records 1.407  
Safety 3.201  
Security 3.205  
Student Records 6.600

# Putnam County Board of Education

	Descriptor Term: <b>Virtual Education Strategy</b>	Descriptor Code: <b>4.212</b>	Issued Date: <b>01/05/23</b>
		Rescinds:	Issued:

## 1 *General*

2 The Putnam County School System virtual education program is a course or series of courses offered  
3 by a school district to provide students a broader range of educational opportunities through the use of  
4 technology. Utilizing this program is temporary and shall not replace a student's regular instructional  
5 program.<sup>1</sup>

6 Class size ratios for the virtual education program shall comply with the requirements as outlined in  
7 state law.<sup>2</sup>

8 Virtual education options<sup>3</sup> shall be made available to students for the following purposes:

- 9 1. Academic remediation, enrichment, or providing students access to a wider range of courses;
- 10 2. Continuity of educational service for students who are homebound;<sup>4</sup>
- 11 3. Continuity of educational service for students who are quarantining;<sup>5</sup>
- 12 4. Continuity of educational service for students enrolled in an alternative school;<sup>6</sup> or
- 13 5. Continuity of educational service when the district utilizes remote instruction due to dangerous  
14 or extreme weather conditions, a serious outbreak of illness affecting or endangering students  
15 or staff, or during the administration of end-of-course examinations or other examinations as  
16 allowed per state law.<sup>7</sup>
- 17 6. Continuity of educational service when the district utilizes hybrid instruction due to dangerous  
18 or extreme weather conditions, or an emergency, as determined by the Director of Schools.<sup>8</sup>

## 19 **ELIGIBILITY AND PARTICIPATION REQUIREMENTS**

20 Students shall be eligible to utilize a virtual education program if participating in one of the above  
21 educational opportunities The following factors shall also be taken into consideration when  
22 determining eligibility:

- 23 1. Attendance;
- 24 2. Grades;
- 25 3. Technology survey; and
- 26 4. An LMS will be used to deliver learning expectations and opportunities;
- 27 5. Progress monitoring through district SIS

## 28 **ATTENDANCE**

29 Student attendance in the virtual education program shall adhere to the general requirements of board

- 1 Policy 6.200 and any relevant administrative procedures.
- 2 Methods of confirming student attendance shall include two or more of the following:
  - 3 1. Students participating in a phone call with a teacher, with parent/guardian support as
  - 4 appropriate for the age of the student;
  - 5 2. Students participating in synchronous virtual instruction;
  - 6 3. Students completing work in a learning management system;
  - 7 4. Students submitting work via hard-copy or virtual formats.

## 8 **REMOVAL FROM VIRTUAL EDUCATION PROGRAM**

9 A student may be removed from the virtual education program or denied future enrollment in a virtual  
10 education program based on disciplinary issues, attendance issues, or poor academic performance.

11 Before a student is removed based on poor academic performance, the following interventions shall  
12 occur:

- 13 1. Notification of parent/guardian;
- 14 2. A one-on-one assessment conducted by the principal/designee regarding any learning needs
- 15 and academic performance; and
- 16 3. All other possible interventions have been explored.

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### Legal References

1. TRR/MS 0520-01-03-.05(2)
2. TCA 49-1-104(h); State Board of Education Policy 3.206
3. TCA 49-16-101; TRR/MS 0520-01-03-.05(2)(a)
4. TRR/MS 0520-01-02-.10; TRR/MS 0520-01-09-.07
5. TRR/MS 0520-01-13-.01(1)(d)(1)
6. TRR/MS 0520-01-02-.09; Public Acts of 2022, Chapter No. 960
7. Public Acts of 2022, Chapter No. 897
8. [Public Acts of 2025, Chapter No. 484](#)

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### Cross References

Emergency Closings 1.8011  
Homebound Instruction 4.206  
Credit Recovery 4.210  
Alternative Education 6.319

# Putnam County Board of Education

Descriptor Term: <b>Interscholastic Athletics</b>	Descriptor Code: <b>4.301</b>	Issued Date: <b>12/02/21</b>
	Rescinds: <b>4.301</b>	Issued: <b>04/20/20</b>

## 1 *General*

2 No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be  
3 treated differently from another person, or otherwise be discriminated against in any athletic program  
4 of the school. Equal athletic opportunities shall be provided for members of both sexes.<sup>1</sup> Student  
5 athletes shall only be allowed to participate in athletic activities or events that align with the student's  
6 sex indicated on his/her original birth certificate.<sup>2</sup> The Director of Schools/designee shall require the  
7 parent/guardian to provide the student's original birth certificate prior to participation in any  
8 interscholastic Athletics. If the original birth certificate is not available or does not indicate the  
9 student's sex at the time of birth, the parent/guardian shall provide medical documentation showing  
10 evidence of the student's sex at birth.

11 Interscholastic athletics shall be administered as a part of the regular school program and shall be the  
12 principal's responsibility. Principals shall ensure that school regulations regarding participation in a  
13 sport are reasonable. Athletic schedules shall be filed in each principal's office. The principal/designee  
14 shall accompany an athletic team on trips. Transportation of teams to athletic games is approve by the  
15 Board, provided the team's school reimburses the Board for mileage.

16 Bylaws of the Tennessee Secondary School Athletic Association and/or Tennessee Middle School  
17 Athletic Association shall regulate the operation and control of athletics.<sup>3</sup> The Director of Schools shall  
18 develop a code of conduct for all coaches to follow in order to ensure the health and safety of athletes.<sup>4</sup>

## 19 **TRANSPORTATION**

20 Transportation needs should be requested with a minimum 5-day notice, when possible, to the  
21 transportation department.

22 Vehicles designed to transport more than ten (10) passengers, including the driver are considered a bus  
23 and shall meet school bus structural standards. Such vehicles, including specialty buses, vans and other  
24 'non-conforming' vehicles, not meeting the FMVSS requirements for student bus transportation shall  
25 not be used as student transportation to or from school related events.

26 A passenger van designed to carry more than ten (10) persons shall not be used to transport students.

## 27 **INSURANCE & PHYSICAL EXAMINATIONS**

28 Coaches shall ensure that each student, before participating in interscholastic athletics, either purchases  
29 the insurance policy offered or presents a statement signed by the parent(s) which assures the school  
30 that the parent(s) has personal insurance or is willing to accept all financial responsibilities related to

1 participation and travel.<sup>5</sup> Forms for such permission and agreement will be furnished by the  
2 principal/designee and will be kept on file in the principal's office.

3 Prior to participation in interscholastic athletics, every student shall complete an annual physical  
4 examination.<sup>6</sup> The parent(s)/guardian(s) of each student shall be responsible for covering the cost of  
5 the examination, and these records shall be on file in the principal's office.

## 6 **SCHEDULING CONFLICTS**

7 No principal or teacher shall dismiss his/her school or any group of students for the purpose of  
8 attending the practice of any interscholastic sport during the school day without written permission  
9 from the Board.<sup>7</sup> This does not prevent regular physical training lessons in the daily school program.

10 Students shall not be required to attend a school athletic event, or event related to participation on a  
11 school athletic team, if the event is on an official school holiday, observed day of worship, or religious  
12 holiday. The student's parent/guardian shall notify the coach in writing three (3) full school days prior  
13 to the event.<sup>8</sup>

## 14 **SEVERE WEATHER<sup>4</sup>**

15 Severe weather is any type of weather that could impede the safety of any athlete by compromising the  
16 playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder,  
17 lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be  
18 discussed between the Athletic Director, coaches, and officials, if applicable.

19 All coaches who oversee or participate in outdoor training, practice, or competition shall annually  
20 complete a heat illness prevention course approved by the Tennessee Department of Health as well as  
21 receive training on activity modifications based on environmental conditions.

## 22 **PROHIBITION AGAINST HAZING**

23 Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or  
24 tolerate hazing activities.<sup>9</sup>

## 25 **HOME SCHOOL STUDENT PARTICIPATION<sup>10</sup>**

26 Home school students shall be permitted to participate in accordance with TSSAA or TMSAA  
27 guidelines. If a school is not a member with these organizations, home school students that are zoned  
28 for the school shall be permitted to participate in interscholastic athletics to the same extent as other  
29 students.

## 30 **VIRTUAL SCHOOL STUDENT PARTICIPATION<sup>11</sup>**

31 Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA  
32 guidelines. If a school is not a member with these organizations, virtual school students that are zoned  
33 for the school shall be permitted to participate in interscholastic athletics to the same extent as other  
34 students.

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**Legal References**

1. 34 CFR § 106.41; 20 USCA § 1681 et seq.
2. Public Acts of 2021, Chapter No. 40
3. TRR/MS 0520-01-02-.08(1)
4. Public Acts of 2021, Chapter No. 272
5. TCA 29-20-403
6. 20 USCA § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)
7. TCA 49-6-1002(a)
8. TCA 49-6-1002(c)
9. TCA 49-2-120
10. [TCA 49-6-3050\(e\)\(1\)\(B\)](#)
11. [Public Acts of 2025, Chapter No. 173](#)

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**Cross References**

Special Use of School Vehicles 3.402  
Student Insurance Program 3.601  
Extracurricular Activities 4.300  
Attendance 6.200

# Putnam County Board of Education

	Descriptor Term:  <h2 style="margin: 0;">Attendance</h2>	Descriptor Code:  <b>6.200</b>	Issued Date:  <b>09/28/23</b>
		Rescinds:  <b>6.200</b>	Issued:  <b>12/01/22</b>

1 Attendance is a key factor in student achievement and therefore, students are expected to be present  
 2 each day school is in session.

3 The Director of Schools/designee shall ensure that this policy is posted in each school building and  
 4 disseminated to all students, parent(s)/guardian(s), teachers, and administrative staff.

5 The Attendance Supervisor shall oversee the entire attendance program which shall include:<sup>1</sup>

- 6 1. All accounting and reporting procedures and their dissemination;
- 7 2. Alternative program options for students who severely fail to meet minimum attendance
- 8 requirements;
- 9 3. Ensuring that all school age children attend school;
- 10 4. Providing documentation of enrollment status upon request for students applying for new or
- 11 reinstatement of driver's permit or license; and
- 12 5. Notifying the Department of Safety whenever a student with a driver's permit or license
- 13 withdraws from school.<sup>2</sup>

14 Student attendance records shall be given the same level of confidentiality as other student records.  
 15 Only authorized school officials with legitimate educational purposes may have access to student  
 16 information without the consent of the student or parent(s)/guardian(s).<sup>3</sup>

17 Absences shall be classified as either excused or unexcused as determined by the principal or his/her  
 18 designee. Excused absences shall include:<sup>4</sup>

- 19 1. Personal illness/injury;
- 20 2. Illness of immediate family member;
- 21 3. Death in the family;
- 22 4. Extreme weather conditions;
- 23 5. Religious observances;<sup>5</sup>
- 24 6. Pregnancy;
- 25 7. School endorsed activities;
- 26 8. Summons, subpoena, or court order;
- 27 9. Circumstances which in the judgment of the principal create emergencies over which the
- 28 student has no control;
- 29 10. Written excuse by parents, up to five (5) days per semester.

1 The principal shall be responsible for ensuring that:<sup>6</sup>

- 2 1. Attendance is checked and reported daily for each class;
- 3 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
- 4 the majority of the day;
- 5 3. All students' absences are verified;
- 6 4. Written excuses are submitted for absences and tardiness; and
- 7 5. System-wide procedures for accounting and reporting are followed.

## 8 **TRUANCY**

9 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that  
10 attendance at school is required. Students may attend part-time days, alternating days, or for a specific  
11 amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be considered  
12 present for school attendance purposes. If a student is required to participate in a remedial instruction  
13 program outside of the regular school day where there is no cost to the parent(s)/guardian(s) and the  
14 school district provides transportation, unexcused absences from these programs shall be reported in  
15 the same manner.<sup>7</sup>

16 Students who are absent five (5) days without adequate excuse shall be reported to the Director of  
17 Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's  
18 absence. If a parent/guardian does not provide documentation within adequate time excusing those  
19 absences or request an attendance hearing, the Director of Schools shall implement Tier II of the  
20 progressive truancy intervention plan described below prior to referral to juvenile court.

### 21 *Progressive Truancy Intervention Plan*<sup>8</sup>

22 Prior to referral to juvenile court, the following progressive truancy intervention plan will be  
23 implemented. Students with five (5) unexcused absences shall be subject to the progressive truancy  
24 intervention framework outlined below.

#### 25 **Tier I**

26 Tier I of the progressive truancy plan shall apply to all students within the district and include  
27 schoolwide prevention-oriented supports to assist with satisfactory attendance. These supports shall  
28 include, but are not limited to, "Learning Supports, Transportation Service, Food Service, Enrichment  
29 Opportunities, School-Emotional Supports, Family Services, and Family Engagement Supports.

#### 30 **Tier II**

31 Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5)  
32 unexcused absences, but before referral to juvenile court, and includes the following:

- 33 1. A conference with the student and the student's parent(s)/guardian(s);
- 34 2. An attendance contract, based on the conference, signed by the student, the  
35 parent(s)/guardian(s), and the Attendance Supervisor/designee. The contract shall include:
  - 36 a. A specific description of the school's attendance expectations for the student;
  - 37 b. The period for which the contract is effective; and

- 1 c. Penalties for additional absences and alleged school offenses, including additional
- 2 disciplinary action and potential referral to juvenile court.
- 3 3. Regularly scheduled follow-up meetings to discuss the student's progress; and
- 4 4. A school employee shall conduct an individualized assessment detailing the reasons a student
- 5 has been absent from school. The employee may refer the student to counseling, community-
- 6 based services, or other services to address the student's attendance problems.

### 7 **Tier III**

8 This tier shall be implemented if the truancy interventions under Tier II are unsuccessful.

9 These interventions shall be determined by a team formed at each school. The interventions shall  
10 address student needs in an age-appropriate manner. Finalized plans shall be approved by the Director  
11 of Schools/or his designee.

### 12 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY<sup>9</sup>**

13 A principal/designee may excuse a student to participate in non-school sponsored extracurricular  
14 activities. The principal shall document the approval in writing and shall excuse no more than ten (10)  
15 absences each school year. No later than seven (7) business days prior to the student's absence, the  
16 student shall provide documentation to the school as proof of the student's participation along with a  
17 written request for the excused absence from the student's parent/guardian. The request shall include  
18 the following:

- 19 1. Student's name and personal identification number;
- 20 2. Student's grade;
- 21 3. The dates of the student's absence;
- 22 4. The reason for the student's absence; and
- 23 5. The signatures of the student and parent/guardian.

### 24 **RELEASED TIME COURSE<sup>10</sup>**

25 A principal/designee may excuse a student to attend a course in religious moral instruction for up to  
26 one (1) class period per school day. Students shall not be excused during any class which requires an  
27 examination for state or federal accountability purposes.

28 **Students shall only be permitted to attend courses provided by entities that certify in writing that they**  
29 **have complied with the background check requirements outlined in state law.<sup>11</sup> The student shall**  
30 **submit a written consent form signed by the student's parent/guardian prior to participation in the**  
31 **released time course. The principal/designee shall document the approval in writing. The student shall**  
32 **provide documentation to the principal/designee as proof of the student's participation in the released**  
33 **time course.**

34 The student shall submit a written consent form signed by the student's parent/guardian prior to  
35 participation in the released time course. The principal/designee shall document the approval in  
36 writing. The student shall provide documentation to the principal/designee as proof of the student's  
37 participation in the released time course.

1 The district shall not be responsible for transporting students to and from the place of instruction.

2 Upon submission of the student's transcript from the entity that provided the released time course, the  
3 student may be awarded one (1) unit of elective credit. The Director of Schools shall develop  
4 procedures with secular criteria for determining whether credit shall be awarded.

#### 5 **MILITARY SERVICE OF PARENT/GUARDIAN**

6 School principals shall provide students with one-day excused absence prior to the deployment of and  
7 a one-day excused absence upon the return of a parent or custodian serving active military service.

8 Principals shall also allow up to ten (10) excused cumulative absences per year for students to visit a  
9 parent or guardian during a deployment cycle. The student shall provide documentation to the school  
10 as proof of his/her parent's/guardian's deployment. Student shall be permitted to make up schoolwork  
11 missed during these absences.<sup>10</sup>

#### 12 **MAKE-UP WORK**

13 All missed class work or tests from an excused absence may be made up.

14 All missed class work or tests from an unexcused absence may be made up at principal's discretion.

#### 15 **STATE-MANDATED ASSESSMENT**

16 Refer to Putnam County School System Policy 4.700

#### 17 **CREDIT/PROMOTION DENIAL**

18 Credit/promotion denial determinations may include student attendance; however, student attendance  
19 may not be the sole criterion.<sup>11</sup> However, if attendance is a factor, prior to credit/promotion denial, the  
20 following shall occur:

- 21 1. Parents and students shall be advised if a student is in danger of credit/promotion denial due to  
22 excessive absenteeism.
- 23 2. Procedures in due process are available to the student when credit or promotion is denied.

#### 24 **DRIVER'S LICENSE REVOCATION<sup>2</sup>**

25 More than ten (10) consecutive or fifteen (15) reported unexcused absences by a student during any  
26 semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.

#### 27 **ATTENDANCE HEARING<sup>12</sup>**

28 Students with excessive, more than five (5) unexcused absences or those in danger of credit/promotion  
29 denial shall have the opportunity to appeal to an attendance hearing committee appointed by the  
30 principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided  
31 written or actual notice of the appeal hearing and shall be given the opportunity to address the  
32 committee. The committee will conduct a hearing to determine if the student has met attendance  
33 requirements that will allow him/her to pass the course or be promoted. Upon notification of the

1 attendance committee decision, the principal shall send written notification to the Director of  
 2 Schools/designee and the parent(s)/guardian(s) of the student of any action taken regarding the  
 3 excessive unexcused absences. The notification shall advise parent(s)/guardian(s) of their right to  
 4 appeal such action within two (2) days to the Director of Schools/designee.

5 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

6 Within five (5) school days of the Director of Schools/designee rendering a decision, the student's  
 7 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.

8 Following the review, the Board may affirm or overturn the decision of the Director of  
 9 Schools/designee. The action of the Board shall be final.

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Legal References

1. TCA 49-6-3006
2. TCA 49-6-3017(c)
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(5); State Board of Education Policy 4.100
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3022
10. TCA 49-2-130
11. TCA 49-2-203(b)(7); TCA 49-6-3002(b); Public Acts of 2023, Chapter No. 130
12. TRR/MS 0520-01-02-.17(7)

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Cross References

- School Calendar 1.800
- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips/Excursions/Competitions 4.302
- Reporting Student Progress 4.601
- Promotion and Retention 4.603
- Recognition of Religious Beliefs, Customs, & Holidays 4.803
- Voluntary Pre-K Attendance 6.2011
- Homeless Students 6.503
- Students in Foster Care 6.505
- Students from Military Families 6.506
- Student Records 6.600

# Putnam County Board of Education

Monitoring:  <b>Review: Annually, in September</b>	<b>Student Records</b>	Descriptor Code:  <b>6.600</b>	Issued Date:  <b>03/05/15</b>
		Rescinds:  <b>6.600</b>	Issued:  <b>112-06-07</b>

1 A cumulative record shall be kept for each student enrolled in school. The folder shall contain a health  
 2 record, attendance record, and scholarship record; shall be kept current; and shall accompany the student  
 3 through his/her school career.<sup>1</sup>

4 The name used on the record of the student entering the school system must be the same as that shown  
 5 on the birth certificate, unless evidence is presented that such name has been legally changed. If the  
 6 parent does not have, or cannot obtain a birth certificate, then the name used on the records of such  
 7 student shall be as shown on documents which are acceptable as proof of date of birth.

8 The name used on the records of a student entering the system from another school must be the same as  
 9 that shown on records from the school previously attended unless evidence is presented that such name  
 10 has been legally changed as prescribed by law.

11 ~~When a student transfers to another school within the system, copies of the student's records, including~~  
 12 ~~the student's disciplinary records, shall be sent to the transfer school.<sup>7</sup>~~

13 ~~When a student transfers to a school outside the system, copies of the student's records, including the~~  
 14 ~~student's disciplinary records, shall be sent to the transfer school.<sup>7</sup>~~

15 **When a student transfers to another school within the school district or to a school outside of the school**  
 16 **district, copies of the student's records, including the student's disciplinary records, shall be sent to the**  
 17 **transfer school within five (5) business days of the date on which the student's records request was**  
 18 **received by the school.<sup>2</sup>**

19 All records shall be remitted in accordance with the Family Education Rights and Privacy Act (FERPA).

## 20 ACCESS TO STUDENT RECORDS

21 Student records shall be confidential. Authorized school officials shall have access to and permit access  
 22 to student education records for legitimate educational purposes.<sup>2</sup> A "legitimate educational interest" is  
 23 the official's need to know information in order to:

- 24 1. Perform required administrative tasks;
- 25 2. Perform a supervisory or instructional task directly related to the student's education;
- 26 3. Perform a service or benefit for the student or the student's family such as health care,
- 27 counseling, student job placement, or student financial aid.

- 1 Authorized school officials may release information from or permit access to a student's education  
2 record without the parent(s) or eligible student's\* prior written consent in the following instances:
- 3 1. To comply with a judicial order or lawfully issued subpoena. The school system will make a  
4 reasonable effort to notify the student's parent(s) or the eligible student before making a  
5 disclosure;
  - 6 2. If the disclosure is an item of directory information;
  - 7 3. To comply with the requirements of child abuse reports to the extent known by the school  
8 officials including the name, address, and age of the child; the name and address of the person  
9 responsible for the care of the child, and the facts requiring the report.<sup>3</sup>
  - 10 4. When certain federal and state officials need information in order to audit or enforce legal  
11 conditions related to federally-supported education programs in the school system;
  - 12 5. When the school system has entered into a contract or written agreement for an organization to  
13 conduct scientific research on the system's behalf to develop tests or improve instruction,  
14 provided that the studies are conducted in a manner which will not permit the personal  
15 identification of students and their parents by individuals other than representatives of the  
16 organization and the information will be destroyed when no longer needed for the purpose for  
17 which the study was conducted;
  - 18 6. To appropriate officials if the parent(s) claim the student as a dependent as defined by the Internal  
19 Revenue Code;
  - 20 7. To accrediting organizations to carry out their accrediting functions;
  - 21 8. When a student seeks or intends to enroll in another school district or a post-secondary school.  
22 Parent(s) of students or eligible students have a right to obtain copies of records transferred under  
23 this provision;<sup>4</sup>
  - 24 9. To financial institutions or government agencies that provide or may provide financial aid to a  
25 student in order to establish eligibility, to determine the amount of financial aid, to establish  
26 conditions for the receipt of financial aid, and to enforce financial aid agreements.
  - 27 10. To make the needed disclosure in a health or safety emergency when warranted by the  
28 seriousness of the threat to the student or other persons, when the information is necessary and  
29 needed to meet the emergency, when time is an important and limiting factor, and when the  
30 persons to whom the information is to be disclosed are qualified and in a position to deal with  
31 the emergency.
  - 32 11. To the Attorney General or his designee for official purposes related to the investigation or  
33 prosecution of an act of domestic or international terrorism. An educational agency that, in good  
34 faith, produces education records in accordance with an order issued under this Act shall not be  
35 liable to any person for that production.<sup>5</sup>
  - 36 12. To any agency caseworker or other representative of a state or local child welfare agency or tribal  
37 organization authorized to access the student's educational records when such agencies or  
38 organizations are legally responsible for the care and protection of the student.<sup>6</sup>
  - 39 13. To the Secretary of Agriculture/designee for purposes of conducting program monitoring,  
40 evaluations, and performance measurements, provided that the data collected will be protected  
41 in a manner which will not permit the disclosure of personal identification of students and their  
42 parent(s)/guardian(s) by individuals other than to representatives of the organization, and that  
43 the information will be destroyed when no longer needed for the purpose for which it was  
44 conducted;<sup>17</sup> and
- 45

14. To state and local authorities to whom information is specifically allowed to be reported or disclosed by state law that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released.<sup>18</sup>

Authorized school officials may release information from a student's education record if the student's parent(s) or the eligible student gives written consent for the disclosure. The written consent must include:

1. A specification of the records to be released;
2. The reasons for the disclosure;
3. The person, organization, or class of persons or organizations to whom the disclosure is to be made;
4. The signature of the parent(s) or eligible student;
5. The date of the consent and, if appropriate, a date when the consent is to be terminated. The student's parent(s) or the eligible student\* may obtain a copy of any records disclosed under this provision.

The school system will maintain an accurate record of all requests to disclose information from or to permit access to a student's education records. The system will maintain an accurate record of information it discloses and access it permits. The system will maintain this record as long as it maintains the student's education record.

The record will include at least:

1. The name of the person or agency that makes the request;
2. The interest the person or agency has in the information;
3. The date the person or agency makes the request; and
4. Whether the request is granted and, if it is, the date access is permitted or the disclosure is made.

\*The student becomes an "eligible student" when he/she reaches age 18 or enrolls in a post-secondary school, at which time all of the above rights become the student's right.

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#### Legal References

1. USCA 20-1232g; TCA 10-7-503; TCA 10-7-504
2. TCA 10-7-504(a)(4); 20 USC 1232g
3. TCA 37-1-403
4. TRR/MS 0520-1-3-.03(11)(e)
5. USA Patriot Act of 2001 § 507
6. Uninterrupted Scholars Act of 2013
7. TCA 49-6-3001(c)(1)

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#### Cross References

- School Board Records 1.407  
 Promotion and Retention 4.603  
 Attendance 6.200  
 Child Custody/Parental Access 6.209  
 Disciplinary Hearing Authority 6.317  
 AIDS 6.404

# Putnam County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term: <b>Cell Phone Usage</b>	Descriptor Code: <b>5.612</b>	Issued Date: <b>06/27/13</b>
		Rescinds:	Issued:

- 1 Putnam County School System respects the rights of employees; cellular phones may be used for job
- 2 related communication during work hours provided such use does not disrupt the learning environment.
- 3 Personal use of cellular phones shall be limited to off duty time.
  
- 4 PCSS employees should refrain from using cell phones for personal use of social media during school
- 5 hours, with the exception of duty-free breaks.
  
- 6 PCSS employees shall enforce policy 6.312 relating to student use of personal communication devices
- 7 and electronic devices.
  
- 8 Failure to enforce policy 6.312 or to follow policy 5.612 relating to limiting the use of personal
- 9 communication devices to off-duty time is insubordination and could result in disciplinary action,
- 10 including verbal and written warnings, and unpaid suspension.



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

Date \_\_\_\_\_ 8/7/2025

Department \_\_\_\_\_ Finance

Person Submitting \_\_\_\_\_ Mark McReynolds

Account Number (if appropriate) \_\_\_\_\_

Check one:

Backup included

Backup to follow

Statement to be included in Board Agenda Packet:

Consider approval to pay Energy Systems Group in the amount of \$256,629.23 and First National Bank of Tennessee (retainage) in the amount of \$13,506.80 for pay application #8 related to the Parkview Elementary School renovation project to be paid from the Putnam County Bond Issue.

**received**  
7-24-25 mt



AIA DOCUMENT G702

**APPLICATION AND CERTIFICATE FOR PAYMENT**

TO OWNER: Putnam County School System TN  
 1400 East Spring Street  
 Cookeville, TN 38506

PROJECT: CPBNA00578  
 CONTRACT DATE: 10/02/2024

VALUATION NUMBER: 8  
 APPLICATION DATE: 07/23/2025  
 PERIOD TO: 07/31/2025  
 ESG JOB NUMBER: CPBNA00578  
 DUE DATE: 08/22/2025

**Please Remit To**

FROM CONTRACTOR: Energy Systems Group  
 9877 Eastgate Court  
 Newburgh, IN 47630

Payment by Mail  
 Energy Systems Group  
 PO BOX 713390  
 Chicago, IL 60677-1527

ACH & EFT information (inbound & outbound):  
 ABA: 071006486  
 CIBC (Chicago, IL)  
 For the Benefit of Energy Systems Group, LLC  
 Account 1070134

Wire Transfers (inbound & outbound):  
 ABA: 071006486  
 CIBC (Corp office in Chicago)  
 For the Benefit of Energy Systems Group, LLC  
 Account 1070134

CONTRACT FOR: \_\_\_\_\_

**CONTRACTOR'S APPLICATION FOR PAYMENT**  
 Application is made for payment, as shown below, in connection with the Contract.  
 Continuation Sheet, AIA Document G703, is attached.

**1. ORIGINAL CONTRACT SUM** 8,773,494.77

**2. Net change by Change Orders** 0.00

**3. CONTRACT SUM TO DATE (Line 1 +/- 2)** 8,773,494.77

**4. TOTAL COMPLETED & STORED TO DATE** 4,408,419.71

**5. RETAINAGE:**  
 a. 5% of Total Completed & Stored To Date 220,420.99  
 (Column 1 of G703)

**6. TOTAL EARNED LESS RETAINAGE** 4,187,998.72

**7. LESS PREVIOUS CERTIFICATES FOR PAYMENT** 3,931,369.49  
 (Line 6 from prior Certificate)

**8. CURRENT PAYMENT DUE** 256,629.23

**9. BALANCE TO FINISH, INCLUDING RETAINAGE** 4,585,496.05  
 (Line 3 less Line 6)

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

**AMOUNT CERTIFIED** .....\$ 256,629.23  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

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

CONTRACTOR: Holly Gardner Date: 07/23/2025  
 By: Holly Gardner, Manager - Project Accountants  
 State of: INDIANA  
 County of: WARRICK  
 Subscribed and sworn to before me this 23rd day of July, 2025  
 Notary Public: Gabrielle Snider  
 My Commission expires April 9, 2029

ARCHITECT: \_\_\_\_\_ Date: \_\_\_\_\_

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	0.00	
<b>TOTALS</b>	<b>0.00</b>	<b>0.00</b>
<b>NET CHANGES by Change Order</b>	<b>0.00</b>	<b>0.00</b>

**CONTINUATION SHEET**

Based on AIA DOCUMENT G703

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

VALUATION NUMBER: 8  
 APPLICATION DATE: 07/23/2025  
 PERIOD TO: 07/31/2025  
 ESG JOB NUMBER: CPBNA00578  
 DUE DATE: 08/22/2025

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO RETAINAGE FINISH (C - G)	I 5%
			FROM PREVIOUS APPLICATION	THIS PERIOD					
1-1	Bard Units	450,000.00	450,000.00	0.00	0.00	450,000.00	0.00	22,500.00	
1-2	MEP - Mobilization, General Conditions, Bonds	401,554.00	401,554.00	0.00	0.00	401,554.00	0.00	20,077.70	
1-3	Electrical Upgrades	920,000.00	460,000.00	138,000.00	0.00	598,000.00	322,000.00	29,900.00	
1-4	HVAC, Sheet Metal	1,273,683.00	764,209.80	63,684.15	0.00	827,893.95	445,789.05	41,394.70	
1-5	Plumbing	1,000,000.00	450,000.00	0.00	0.00	450,000.00	550,000.00	22,500.00	
1-6	Controls, Start up, Test/Balance	141,000.00	0.00	0.00	0.00	0.00	141,000.00	0.00	
1-7	General Contractor- Mobilization, General Conditio	252,600.00	252,600.00	0.00	0.00	252,600.00	0.00	12,630.00	
1-8	Demolition	256,900.00	166,985.00	0.00	0.00	166,985.00	89,915.00	8,349.25	
1-9	Concrete & Masonry	394,000.00	137,900.00	19,700.00	0.00	157,600.00	236,400.00	7,880.00	
1-10	Carpentry, Millwork, Framing, Doors, Hardware	1,359,393.00	67,969.65	0.00	0.00	67,969.65	1,291,423.35	3,398.48	

**CONTINUATION SHEET**

Based on AIA DOCUMENT G703

Page 3 (3)

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO RETAINAGE FINISH (C - G)	I 5%
			FROM PREVIOUS APPLICATION	THIS PERIOD					
1-11	Ceilings, Floors, Windows	470,700.00	70,605.00	0.00	0.00	0.00	70,605.00	400,095.00	3,530.25
1-12	Paints and Coatings, Specialties	319,400.00	15,970.00	0.00	0.00	0.00	15,970.00	303,430.00	798.50
1-13	Engineering	274,652.00	274,652.00	0.00	0.00	0.00	274,652.00	0.00	13,732.60
1-14	Architecture	284,575.00	284,575.00	0.00	0.00	0.00	284,575.00	0.00	14,228.75
1-15	Project Management, Overhead	975,037.77	341,263.22	48,751.89	0.00	0.00	390,015.11	585,022.66	19,500.76
	<b>TOTALS</b>	<b>8,773,494.77</b>	<b>4,138,283.67</b>	<b>270,136.04</b>	<b>0.00</b>	<b>0.00</b>	<b>4,408,419.71</b>	<b>4,365,075.06</b>	<b>220,420.99</b>

**EXHIBIT B-1  
LIEN RELEASE AND WAIVER FOR PROGRESS PAYMENT**

Project Description: Putnam County School System - Energy Savings Performance Contract  
Contract or Purchase Order Number: CPBNA00578

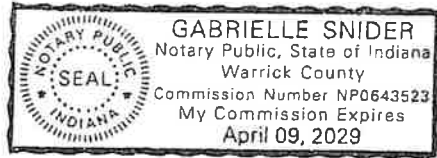
Energy Systems Group, LLC, the undersigned, for and in consideration of the payments made to it by Owner, Agent and/or Contractor, for labor employed in and/or materials furnished for the above-referenced project, hereby certifies as follows:

1. The undersigned hereby affirms that there are no outstanding claims against the Owner, Contractor, or their agents, employees and/or its sureties in connection with this project.
2. In consideration of this progress payment to its complete satisfaction, the undersigned does hereby waive, release and quit claim in favor of the Owner, all rights that presently exist to the undersigned to assert a lien upon the land and improvements comprising the project by virtue of any law in the jurisdiction in which the land and improvements are located or an amendment of said law regarding the rights of a contractor, subcontractor, laborer, supplier, or materialman to assert a lien or claim against the project.
3. The undersigned does hereby release, waive and discharge the project, the Owner of the project, the Contractor, and their agents, employees, and sureties, and other guarantors or obligors on the Bond or other undertaking, from any and all causes of action, suits, debts, accounts, damages, encumbrances, judgments, claims, and demands whatsoever, in law or equity which the undersigned and/or its successors and/or assignees ever had, now have, or ever will have against the said Owner, Contractor, and their agents or employees, sureties and other guarantors or obligors on the Bond or other undertaking, by reason of delivery of material and/or the performance of work relating to the construction of the project; and the undersigned hereby agrees to indemnify, defend and hold the above parties harmless from any and all damages, costs, expenses, demands, suits, and legal fees, directly or indirectly relating to any claim or lien by any party which relates to that which was performed or should have been performed by or for the undersigned.
4. The undersigned has not and will not assign any claim against the Owner, Contractor, and their agents or employees, sureties, and other guarantors or obligors on the Bond or other undertaking, nor any lien or right to perfect a lien against the project, and the undersigned has the right, power, and authority to execute this Lien Release and Waiver for Progressive Payment.
5. The undersigned warrants that upon receipt of \$256,629.23, the underlying payments will be made with (7) seven days to all laborers and subcontractors employed by it, and all suppliers or materialmen from which it has acquired materials incorporated into the project and any lien or bond claimant relating to the undersigned's work and that none of such laborers, subcontractors, suppliers, or materialmen, or claimants has any claim, demand, or lien against the project. The undersigned further warrants that all applicable taxes, fees and benefits relating directly or indirectly to the undersigned's work have been paid in full.
6. No security interest has been given or executed by the undersigned for or in connection with any materials, appliances, machinery, fixtures or furnishings placed upon or installed in the project.

This Lien Release and Waiver for Progress Payment shall be an independent covenant and shall operate and be effective with respect to work and labor done and materials furnished and under any supplemental contract or contracts, whether oral or written, for extra or additional work on the project.

IN WITNESS WHEREOF, this Lien Release and Waiver for Progress Payment has been executed on this 23 day of July, 2025

[Signature]  
(Signature)  
Energy Systems Group, LLC  
(Company Name)

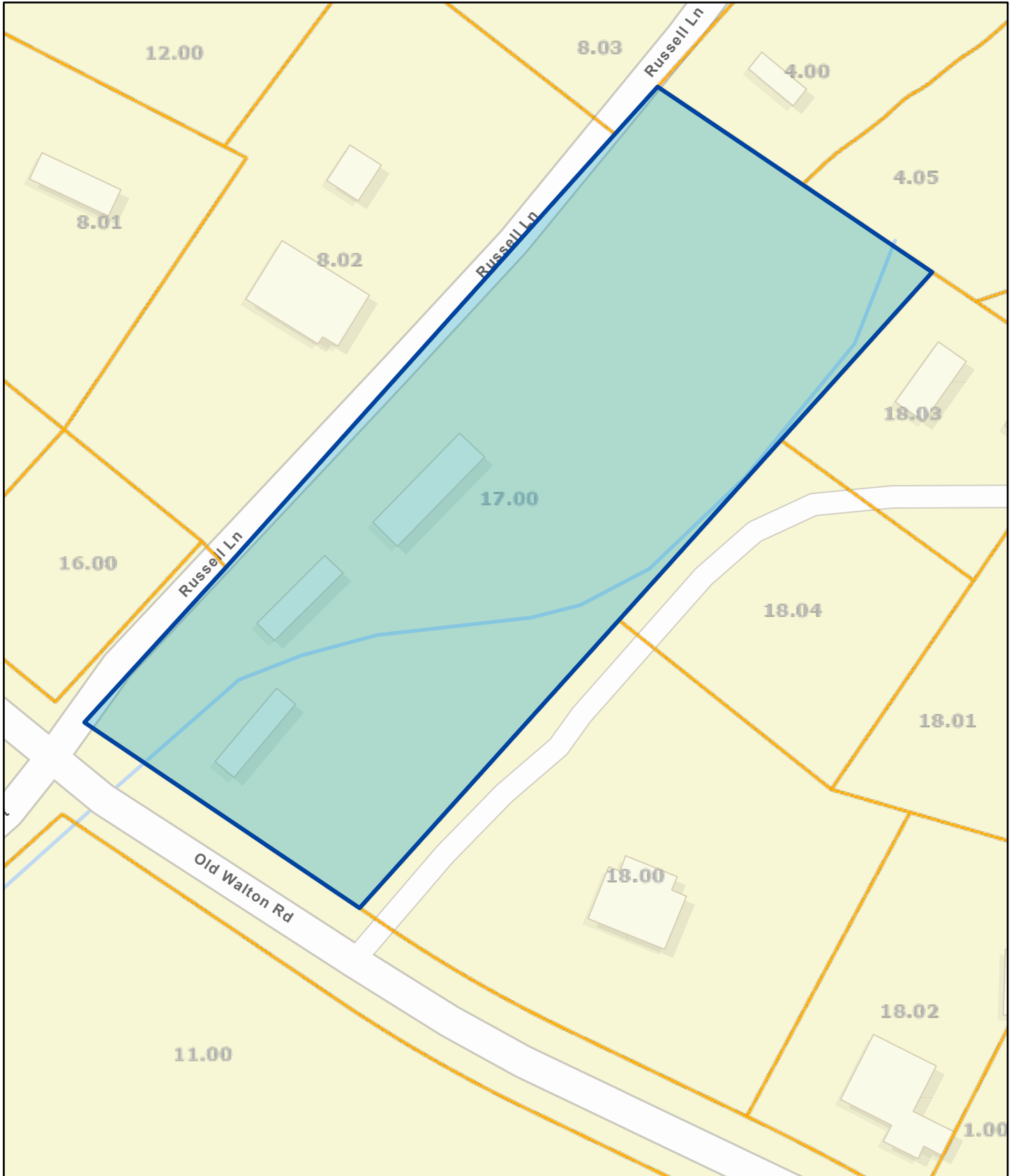


STATE OF Indiana )\_ SS:  
COUNTY OF Warrick )

SUBSCRIBED and sworn to before me, a Notary Public, in and for this County and State, this 23rd day of July, 2025

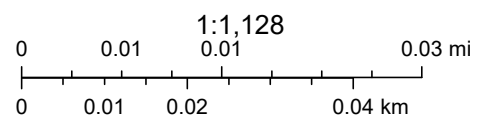
[Signature]  
(Notary Public) County of Residence: Warrick  
Gabrielle Snider My Commission Expires: April 9, 2029  
(Printed Name)

# Putnam County - Parcel: 071C B 017.00



Date: July 31, 2025

County: PUTNAM  
Owner: BOHANNON DON M  
Address: OLD WALTON RD  
Parcel ID: 071C B 017.00  
Deeded Acreage: 0  
Calculated Acreage: 0



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The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.