



Johnson City Board of Education Regular Meeting

March 3, 2025

The Johnson City Board of Education met in regular session on March 3, 2025, at 6:00 PM in the Board Room at the Central Office.

Attendance Taken at 6:01 PM.

Dr. Ginger Carter: Present
Mr. Tom Hager: Present
Mrs. Kathy Hall: Present
Mr. Jonathan Kinnick: Present
Mrs. Celia Martin: Present
Mr. Rick Smith: Present
Mrs. Paula Treece: Present

Present: 7.

1. CALL TO ORDER AND OPENING

- A. Call to Order and Welcome
- B. Moment of Silence
- C. Pledge of allegiance to the flag
- D. Opening
- E. Art work on display
- F. Update on Cherokee

2. RECOGNITIONS

3. ADOPTION OF AGENDA

Motion to adopt the agenda. With a motion by Dr. Ginger Carter and a second by Mrs. Kathy Hall, the motion passed.

Dr. Ginger Carter: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

4. CORRESPONDENCE, DELEGATIONS AND COMMUNICATIONS

5. UNFINISHED BUSINESS

A. Tennessee School Board Association: Johnson City Superintendent Search

6. REPORTS FROM SUPERINTENDENT AND STAFF

A. Building Projects Update

B. Financial Report Ending January 31, 2025

Motion to approve the Financial Report Ending January 31, 2025 as submitted by Ms. Leia Valley. With a motion by Mrs. Kathy Hall and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

C. Update on Sales Tax - PEP

D. 2024-2025 BUDGET AMENDMENT #3

Motion to approve the 2024-2025 BUDGET AMENDMENT #3 as submitted by Ms. Leia Valley. With a motion by Dr. Ginger Carter and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

7. CONSENT AGENDA

Motion to approve the Consent Agenda. Mrs. Paula Treece pulled #7. F. With a motion by Mrs. Kathy Hall and a second by Dr. Ginger Carter, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

After clarification, motion to Approve #7.F Fee Lists 2025-2026 SY. With a motion by Mrs. Paula Treece and a second by Dr. Ginger Carter, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

- A. Approval of Minutes
- B. Proposed Fundraising Activities
- C. Request to write checks over \$5,000
- D. Overnight Fieldtrip Requests
- E. Available Spaces for In-Zone Transfers for the 2025-2026 School Year
- F. Fee Lists 2025-26SY
- G. Recommendations for Science Textbook Adoption
- H. February 20, 2025, Closure due to Inclement Weather
- I. Recommendation for Tenure

8. RECOMMENDATIONS FROM THE SUPERINTENDENT FOR ACTION

A. Recommendation for Tuition Schools for 2025-2026 School Year
Motion to approve the Recommendation for Tuition Schools for 2025-2026 School Year. With a motion by Mrs. Kathy Hall and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

B. Recommendation for the 2025-2026 Tuition Rates
Motion to approve Recommendation for the 2025-2026 Tuition Rates. With a motion by Mr. Rick Smith and a second by Mrs. Celia Martin, the motion passed.

Dr. Ginger Carter: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

C. Policies for First Reading
Motion to approve. With a motion by Mrs. Kathy Hall and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

9. NEW BUSINESS

A. Current Meeting Communication Follow Up

10. INFORMATION ITEMS

A. BOE Calendar of Events

B. Personnel Items

C. Donations

D. Professional Development

11. COMMITTEE REPORTS

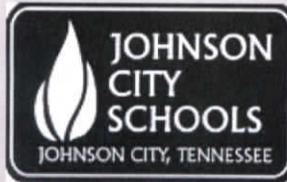
12. BOARD UPDATES AND DISCUSSION

13. MEETING DATES

14. ADJOURNMENT

Chairman

Board Secretary



BELIEFS

To be successful, Johnson City Schools must...

- Provide the highest quality public education to all students;
- Attract, develop, and retain the very best teachers and staff;
- Engage families, business, community, and government;
- Stay on the cutting edge of educational leadership and practice; and
- Foster a caring, safe, and inclusive environment.

MISSION

To enable all students to achieve excellence.

VISION

To be a progressive school system that is globally competitive in all areas. All students have an equal opportunity to learn and be successful while meeting high expectations and are provided the resources to be healthy, productive citizens and lifelong learners.

GOAL

Advance student achievement in all curricular and extra-curricular programs

GOAL

Pursue and efficiently manage internal and external school funding

GOAL

Promote physical and mental health and wellness in a safe and secure environment

GOAL

Improve communication, collaboration, and involvement

GOAL

Champion innovation and the effective use of technology



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Greg Wallace, Interim Superintendent of Schools

Recommendations for Recognitions for JCBOE School Board Meeting March 3, 2025

1. Two Science Hill seniors are earning national recognition this year for their exceptional academic achievement. The U.S. Presidential Scholars Program named Shreyas Singh and Ryan Zheng as candidates to be 2025 Presidential Scholars, one of the nation's highest honors for high school students.

2. The following Science Hill students are National Merit Finalists:
 - a. Shreeyan Papireddy
 - b. Caleb Spurling
 - c. Samantha Wilder
 - d. Ryan Zheng



BOARD OF EDUCATION

Jonathan Kinnick, Chair Paula Treece, Vice Chair Rick Smith, Secretary
Dr. Ginger Carter Thomas Hager, Jr Kathy Hall Celia Martin

The mission of the Johnson City Schools is to enable all students to achieve excellence.



New Towne Acres Elementary – \$45M project budget for design, construction, and site improvements

- Preliminary cost estimates suggest a strong possibility that bids will exceed budget
- Design adjustments and alternates are being incorporated for cost control and flexibility
- Still aiming to bid this spring but precise dates are unknown
- Endeavoring to complete construction by Jul 2027

Secure Vestibule Improvements – Cherokee, North Side, Mountain View, Topper Academy, Central Office

- Construction bid opening scheduled for Mar 6
- Contract will be with one contractor for all campuses
- Central Office is an alternate, for flexibility in case bids exceed budget

Security Film – All 12 school facilities

- Topper Academy complete
- Science Hill to be complete by 2/28
- Liberty Bell next

South Side HVAC Improvements

- Duct cleaning, sanitizing, and filter changes are complete
- New equipment is being delivered for installation during school breaks
- Cooling tower change out scheduled for Feb 26 – Mar 17

LBMS Steps

- Safety barriers and signage installed
- Demolition and patching Mar 24-28
- Railings Mar 3-7

Mountain View Brick Column Repair

- Contract pending quotes to be received by Mar 5 to COJC Purchasing

SCHOOL BOARD AGENDA ITEM
March 3, 2025 Meeting

ACTION ITEM

TOPIC: Financial Report for the month ending January 31, 2025.

BACKGROUND INFORMATION:

The un-audited financial report for the month ending January 31, 2025 is attached for your review.

Revenues:

Revenues received the month of January totaled \$10,369,383, primarily consisting of the State of TN TISA payment, Local Option Sales Tax, Property Tax and the monthly appropriation from the City.

Local Option Sales Tax receipted for the month was \$1,877,277. Through the month of January, Local Option Sales Tax collections has seen an increase of 1.1% compared to January 31, 2024. The July and August 2023 receipts still included the additional 50% funding from Washington County. Adjusted for the Washington County Funding percentage change, Local Option Sales Tax receipts have seen a 4% increase for the year compared to January 31, 2024. The growth in local option sales tax is primarily from the larger increase in October sales tax generated. October 2024 sales tax generated received in January was 11.9% higher than October 2023.

JC Schools has qualified for TISA fast growth funds for 2024-2025. After reviewing 2024-2025 student information, JC Schools has had a decrease in overall average daily membership (ADM) but an increase in economically disadvantaged average daily membership (ED ADM). In the TISA formula, for a student to be counted in TISA ED ADM numbers, the school they attend must qualify as a Title I school on the Consolidated Grant Application's school eligibility calculation (Title I). The previous year's Consolidated Grant application school eligibility calculation resulted in Liberty Bell not qualifying as a Title I eligible school when in prior years it did. This resulted in Liberty Bell students not being included in the TISA ED ADM. The current Consolidated Grant application school eligibility calculation has Liberty Bell qualifying for Title I again so that has driven back up the TISA ED ADM numbers. The fast growth funds for 2024-2025 is projected to be \$1,083,365.60 but will be recalculated throughout the year. Currently, JC Schools has received \$433,346.24 (40%). The TISA formula will be recalculated in March, May and a final calculation will be done in June. Each of those months any due fast growth funds will be recalculated and a portion paid to JC Schools (what is needed for 60% is paid in March, what is needed for 80% is paid in May and remainder due is paid in June).

At the end of January, revenues totaled \$53,996,324 for the year. Total Revenues were up 1.2% from January 2024. Total revenues received through January 31, 2025 were at 55.8% of the budget. In comparison, last year total revenues received through January 31, 2024 were at 55.9% of the budget.

Expenditures:

Expenditures for the month of January totaled \$8,175,129. No legal services were paid in the month of January. Capital expenditures in January included \$47,360 for the SHHS Library shelving (special budget request approved) and \$173,283 for the Indian Trail track renovations.

Total expenditures for the year through January were \$52,865,515. Total expenditures as of January 31, 2025 were at 51.9% of the budget. In comparison, expenditures as of January 31, 2024 were at 51.8% of the budget.

Fund Balance:

The General Purpose School Fund Balance had a net increase through January 31, 2025 of \$1,130,808. For the year, total Fund Balance is budgeted to decrease \$5,153,109. Total Fund Balance at the end of January was \$19,259,652. Fund balance exceeded the fund balance target by \$3,533,843.

Tax Rate Information:

Included is the tax rates for the surrounding systems. These are the updated rates for 2024. Washington County had a tax increase, however due to the county also experiencing a reappraisal year, the property tax rate is less than the previous year. Other localities with increases include Sullivan County, Hawkins County, Bristol, and a number of municipalities in Hawkins County. Sullivan County is scheduled for reappraisals in 2025.

Please feel free to call me if you have questions. (434-5212)

Respectfully Submitted: *Leia Valley*

Johnson City Schools
Year To Date Comparisons
For the Month Ending January 31, 2025

	<u>Y-T-D</u> <u>1/31/24</u>	<u>Y-T-D</u> <u>1/31/25</u>	<u>Difference in</u> <u>Dollars</u>	<u>Difference in</u> <u>Percentage</u>	<u>FY24 Actual</u>	<u>FY25 Budget</u>
Revenues:						
County Property Tax - Current	\$ 4,823,838	\$ 4,794,833	\$ (29,005)	-0.60%	\$ 13,025,608	\$ 12,587,095
Local Option Sales Tax	12,039,529	12,174,067	134,538	1.12%	20,452,380	20,285,391
TISA (Previously BEP)	27,777,073	28,392,257	615,184	2.21%	45,600,346	45,733,085
Tuition	151,350	171,727	20,377	13.46%	232,881	250,000
All Other Revenues	8,569,436	8,463,439	(105,997)	-1.24%	17,816,473	17,866,922
Total Revenues	<u>\$ 53,361,226</u>	<u>\$ 53,996,324</u>	<u>\$ 635,098</u>	<u>1.19%</u>	<u>\$ 97,127,687</u>	<u>\$ 96,722,493</u>
Percentage of Revenue Budget Collected to Date		55.83%				
Percentage/Dollar Amount of Revenue Budget left to be Collected		44.17%				<u>\$ 42,726,169</u>
Expenditures:						
Salaries	\$ 34,229,405	\$ 35,186,693	\$ 957,288	2.80%	\$ 62,469,259	\$ 64,159,474
Benefits	10,075,188	10,436,575	361,387	3.59%	17,464,091	19,186,766
Electricity	961,879	987,048	25,169	2.62%	1,842,362	1,900,000
Water/Sewer	134,986	150,235	15,249	11.30%	278,093	300,000
Natural Gas	93,035	91,730	(1,305)	-1.40%	217,563	275,000
Disposal Fees	63,483	65,675	2,192	3.45%	146,187	130,000
Gasoline	28,375	19,026	(9,349)	-32.95%	52,714	51,000
Technology/Instructional Equipment	1,241,984	120,065	(1,121,919)	-90.33%	2,192,616	195,895
Capital Outlay	1,169,844	1,090,884	(78,960)	-6.75%	2,469,449	3,263,374
All Other Expenditures	5,334,997	4,717,585	(617,412)	-11.57%	12,511,636	12,414,092
Total Expenditures	<u>\$ 53,333,177</u>	<u>\$ 52,865,515</u>	<u>\$ (467,662)</u>	<u>-0.88%</u>	<u>\$ 99,643,971</u>	<u>\$ 101,875,602</u>
Percentage of Expenditure Budget Spent to Date		51.89%				
Percentage/Dollar Amount of Expenditure Budget remaining		48.11%				<u>\$ 49,010,087</u>
Year-To-Date Revenues Over (Under) Expenditures	<u>\$ 28,049</u>	<u>\$ 1,130,808</u>	<u>\$ 1,102,759</u>	<u>3931.55%</u>	<u>\$ (2,516,284)</u>	<u>\$ (5,153,109)</u>

% of Fiscal Year Complete **58.33%**
 % of Fiscal Year Remaining **41.67%**

BOE POLICY 2.100 RESERVE FUNDS

Total Expenditure Budget - FY25 Budget	\$	101,875,602
Less:		
Operating Transfers	\$	62,739
Debt Service	\$	2,273,910
Capital Outlay	\$	3,263,374
Early Childhood	\$	554,091
Educare	\$	1,366,632
Total to deduct	\$	<u>7,520,746</u>
 Total Operating Budget	 \$	 94,354,856
 16% of the General Purpose School Fund Operating Budget	 \$	 <u><u>15,726,124</u></u>
 Monthly Operating Expense:		
Annual Operating Expense Budget	\$	94,354,856
 Monthly Operating Expenses Budgeted	 \$	 7,862,905
2 Months Operating Expenses Budgeted	\$	<u><u>15,725,809</u></u>

<p>BOE Policy 2.100 as revised at the 5 o'clock 2-3-2014 BOE Meeting First reading April 2014 Second reading May 2014</p>

Current Standing on Target Fund Balance		
*Target Unrestricted Fund Balance (as recommended at 2-3-2014 BOE Policy Meeting) 2 Months Operating Expenditures	\$	15,725,809
Current Fund Balance:		
3% Fund Balance	\$	2,808,843
Beginning of the Year Undesignated	\$	11,910,391
Current Revenues vs Expenditures	\$	1,130,808
Other Reserves	\$	3,409,610
Total Fund Balance	\$	<u>19,259,652</u>
 Target Overage as of 1/31/25	 \$	 <u><u>3,533,843</u></u>

JOHNSON CITY SCHOOLS					
Statement of Revenues, Expenditures, and Changes in Fund Balance					
For the Period Ended January 31, 2025					
					58.33%
		Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
Revenues					
40110	Current Property Tax - Washington Co.	\$ 12,243,386	4,714,003	\$ 7,529,383	38.50%
40110	Current Property Tax - Sullivan Co.	\$ 238,036	459	\$ 237,577	0.19%
40110	Current Property Tax - Carter Co.	\$ 105,673	80,371	\$ 25,302	76.06%
40120	Trustee's Collections - Prior Year	\$ 280,555	11,058	\$ 269,497	3.94%
40130	Circuit Clk./Clk. & Master Coll. - Prior Yr	\$ 100,000	38,941	\$ 61,059	38.94%
40140	Interest & Penalty	\$ 135,000	24,471	\$ 110,530	18.13%
40150	Pick-Up Taxes	\$ 5,500	4	\$ 5,496	0.07%
40162	Payments in Lieu of Taxes - Local Utilities	\$ 215,000	204,353	\$ 10,647	95.05%
40163	Payments in Lieu of Taxes - Other	\$ 18,000	11,457	\$ 6,543	63.65%
40210	Local Option Sales Tax - Washington Co.	\$ 19,980,455	11,930,934	\$ 8,049,521	59.71%
40210	Local Option Sales Tax - Sullivan Co.	\$ 176,648	115,937	\$ 60,711	65.63%
40210	Local Option Sales Tax - Carter Co.	\$ 128,288	127,197	\$ 1,091	99.15%
40270	Business Tax	\$ 517,000	181,251	\$ 335,749	35.06%
40275	Mixed Drink Tax	\$ 3,500	75	\$ 3,425	2.15%
40320	Bank Excise Tax	\$ 95,000	-	\$ 95,000	0.00%
	Total County Taxes	\$ 34,242,041	\$ 17,440,511	\$ 16,801,530	50.93%
41110	Marriage Licenses	\$ 1,700	1,007	\$ 693	59.22%
	Total Licenses and Permits	\$ 1,700	\$ 1,007	\$ 693	59.22%
43511	Tuition - Regular Day Students	\$ 250,000	171,727	\$ 78,273	68.69%
43517	Tuition - Online Learning	\$ 5,500	420	\$ 5,080	7.64%
43581	Tuition - EDUCARE	\$ 1,198,679	722,703	\$ 475,976	60.29%
43581	Tuition - ECLC	\$ 275,000	207,942	\$ 67,058	75.62%
43990	Other Charges for Services - Fingerprints	\$ 21,000	7,884	\$ 13,116	37.54%
43990	Print Shop Enterprise Account	\$ 40,000	22,011	\$ 17,989	55.03%
	Total Charges for Current Services	\$ 1,790,179	\$ 1,132,687	\$ 657,492	63.27%
44120	Leases/Rentals	\$ -	2,533	\$ (2,533)	#DIV/0!
44160	Retirees' Insurance Payments	\$ 18,000	16,390	\$ 1,610	91.05%
44170	Miscellaneous Refunds	\$ -	12,290	\$ (12,290)	#DIV/0!
44570	Contributions	\$ 19,135	32,507	\$ (13,372)	169.88%
44570	Contributions - Shoe Fund	\$ 10,000	5,387	\$ 4,613	53.87%
44570	Contributions - Homeless Fund	\$ -	2,908	\$ (2,908)	#DIV/0!
44570	Contributions - TVA South Side Grant	\$ 25,000	-	\$ 25,000	0.00%
44990	Other Local Revenue (STEAM 536)	\$ 1,000	600	\$ 400	60.00%
44990	Other Local Revenue (Misc)	\$ -	216	\$ (216)	#DIV/0!
	Total Other Local Revenues	\$ 73,135	\$ 72,830	\$ 305	99.58%
46510	Tennessee Investment in Student Achievement (TISA)	\$ 45,394,947	27,604,102	\$ 17,790,845	60.81%
46510	TISA Outcomes	\$ 338,138	788,155	\$ (450,017)	233.09%
46550	Driver Education	\$ 11,000	-	\$ 11,000	0.00%
46590	Other State Educational Funds	\$ -	-	\$ -	#DIV/0!
46610	Career Ladder	\$ 70,686	37,646	\$ 33,040	53.26%
46596	Paid Parental Leave	\$ 55,500	55,570	\$ (70)	100.13%
	Total State Education Funds	\$ 45,870,271	\$ 28,485,473	\$ 17,384,798	62.10%
47143	Education of the Handicapped Act - IDEA	\$ -	43,484	\$ (43,484)	#DIV/0!
	Total Federal Through State	\$ -	\$ 43,484	\$ -	#DIV/0!
47640	ROTC Reimbursement	\$ 75,000	38,068	\$ 36,932	50.76%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
		Total Direct Federal Government	\$ 75,000	\$ 38,068	\$ 36,932	50.76%
48610		Donations	\$ -	1	\$ (1)	#DIV/0!
49800		Operating Transfers	\$ -	-	\$ -	#DIV/0!
49810		City General Fund Transfer - Operations	\$ 11,626,736	6,782,263	\$ 4,844,473	58.33%
49810		City General Fund Transfer - Transportation	\$ 3,043,431	-	\$ 3,043,431	0.00%
		Total Other Sources	\$ 14,670,167	\$ 6,782,264	\$ 7,887,903	46.23%
		Total Revenues	\$ 96,722,493	\$ 53,996,324	\$ 42,769,653	55.83%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
		APPROPRIATIONS (Expenditures)				
		INSTRUCTION				
71100	116	Teachers	\$ 33,211,628	18,323,065	\$ 14,888,563	55.17%
71100	116	Safety Net Program (1-031)	\$ 49,000	16,658	\$ 32,343	33.99%
71100	116	RTI (534)	\$ 601,172	273,515	\$ 327,657	45.50%
71100	116	Four-Year Transition Plan (2-301)	\$ 6,120	-	\$ 6,120	0.00%
71100	116	Local Extended Contract (1-578)	\$ 258,055	29,966	\$ 228,089	11.61%
71100	116	Mountain View Orchestra (9-581)	\$ 8,825	-	\$ 8,825	0.00%
71100	116	Curriculum Development (538)	\$ 22,000	5,500	\$ 16,500	25.00%
71100	116	Teacher Stipends for Online Learning (555)	\$ 20,000	47,620	\$ (27,620)	238.10%
71100	117	Career Ladder	\$ 37,000	15,500	\$ 21,500	41.89%
71100	163	Educational Assistants	\$ 1,238,510	662,703	\$ 575,807	53.51%
71100	189	Other Salaries & Wages	\$ -	58,418	\$ (58,418)	#DIV/0!
71100	195	Substitute Teachers Certified	\$ 150,000	50,399	\$ 99,601	33.60%
71100	198	Substitute Teachers - Non Certified	\$ 554,120	283,977	\$ 270,143	51.25%
71100	201	Social Security	\$ 2,199,872	1,151,167	\$ 1,048,705	52.33%
71100	204	Retirement	\$ 2,439,854	1,329,793	\$ 1,110,061	54.50%
71100	206	Life Insurance	\$ 84,775	39,810	\$ 44,965	46.96%
71100	207	Medical Insurance	\$ 4,557,738	2,509,151	\$ 2,048,587	55.05%
71100	208	Dental Insurance	\$ 176,875	98,482	\$ 78,393	55.68%
71100	210	Unemployment	\$ 25,000	11,293	\$ 13,707	45.17%
71100	211	Local Retirement	\$ 8,874	4,772	\$ 4,102	53.78%
71100	212	Medicare	\$ 522,915	271,377	\$ 251,538	51.90%
71100	215	Other Post Employment Benefits (Retiree Insurance)	\$ 625,000	405,041	\$ 219,959	64.81%
71100	217	Retirement-Hybrid Stabilization	\$ 129,666	72,400	\$ 57,266	55.84%
71100	219	Other Employee Benefits	\$ -	185	\$ (185)	#DIV/0!
71100	336	Performing Music Maintenance and Repair Equipment	\$ 21,246	7,623	\$ 13,623	35.88%
71100	356	Tuition	\$ 3,000	-	\$ 3,000	0.00%
71100	399	Other Contracted Services (Site-Based check-copiers)	\$ 91,798	91,798	\$ -	100.00%
71100	399	RTI (1-534)	\$ -	-	\$ -	#DIV/0!
71100	399	Edmentum (Credit Recovery) 1-519	\$ 61,000	60,562	\$ 439	99.28%
71100	399	Public Chapter 426, Public Acts of 2011 (1-532)	\$ 40,000	3,213	\$ 36,787	8.03%
71100	399	Subscription Renewal - Brain Pop (1-536)	\$ 27,000	32,997	\$ (5,997)	122.21%
71100	399	Subscription Renewal - Hapara	\$ 29,000	-	\$ 29,000	0.00%
71100	399	Subscription Renewal - Neptune Navigate	\$ 3,000	2,750	\$ 250	91.67%
71100	399	Subscription Renewal - Canvas	\$ 58,000	-	\$ 58,000	0.00%
71100	399	Subscription - Generation Genius	\$ 9,000	8,955	\$ 45	99.50%
71100	399	Subscription Renewal - Mystery Science	\$ 10,000	11,960	\$ (1,960)	119.60%
71100	399	Subscription Renewal - Explore Learning	\$ 29,000	32,403	\$ (3,403)	111.73%
71100	399	Subscription Renewal - Study Island	\$ 21,000	15,625	\$ 5,375	74.40%
71100	399	Subscription Renewal - My Reading Academy	\$ 60,000	60,000	\$ -	100.00%
71100	399	Subscription - Quizz	\$ 20,000	20,000	\$ -	100.00%
71100	399	Subscription - Vocabulary.com	\$ -	9,250	\$ (9,250)	#DIV/0!
71100	399	Subscription - Nearpod - Flocabulary	\$ -	20,007	\$ (20,007)	#DIV/0!
71100	399	Virtual Program Instruction	\$ -	219,564	\$ (219,564)	#DIV/0!

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
71100	399	Other Contracted Services	\$ -	3,529	\$ (3,529)	#DIV/0!
71100	429	Instructional Supplies and Materials	\$ 222,745	227,220	\$ (4,475)	102.01%
71100	429	Forward Funding	\$ 55,297	55,297	\$ -	100.00%
71100	429	Summer School Supplies (1-033)	\$ 5,000	-	\$ 5,000	0.00%
71100	429	AP - Instructional Supplies (2-583)	\$ 7,500	3,063	\$ 4,437	40.84%
71100	429	RTI - (1-534)	\$ 12,000	3,046	\$ 8,954	25.39%
71100	429	Instructional Supplies - Science Materials	\$ 19,261	19,261	\$ -	100.00%
71100	429	Instructional Supplies - STEAM (536) +1K Donation	\$ 17,001	7,294	\$ 9,707	42.90%
71100	429	Instructional Supplies - Special Budget Request	\$ 5,000	3,823	\$ 1,177	76.47%
71100	429	Instructional Supplies - TISA Outcomes	\$ -	23,437	\$ (23,437)	#DIV/0!
71100	429	Instructional Supplies - South Side TVA Grant	\$ 12,098	12,096	\$ 2	99.98%
71100	449	Textbooks	\$ 939,035	59,092	\$ 879,943	6.29%
71100	449	Textbooks - Reserved for Encumbrances	\$ 6,675	6,675	\$ -	100.00%
71100	471	Software Maintenance	\$ -	68,616	\$ (68,616)	#DIV/0!
71100	535	Fee Waiver Student Fees	\$ 141,102	141,102	\$ -	100.00%
71100	535	Fee Waiver Student Performing Music	\$ 8,725	8,725	\$ -	100.00%
71100	595	TISA - On-Behalf Payments	\$ 110,354	-	\$ 110,354	0.00%
71100	722	Regular Instruction Equipment	\$ 106,962	62,919	\$ 44,043	58.82%
71100	722	Performing Music Equipment	\$ 45,870	16,486	\$ 29,384	35.94%
71100	722	Instruction Equipment - South Side TVA Grant	\$ 11,663	11,663	\$ -	100.00%
71100	722	Instruction Equipment - Special Budget Request	\$ 31,400	28,997	\$ 2,403	92.35%
		Total Instruction	\$ 49,167,730	\$ 27,019,838	\$ 22,147,892	54.95%
		Alternative Instruction Program				
71150	116	Teachers	\$ 1,007,784	526,453	\$ 481,331	52.24%
71150	163	Educational Assistants	\$ 129,540	85,076	\$ 44,464	65.68%
71150	201	Social Security	\$ 69,377	35,680	\$ 33,697	51.43%
71150	204	Retirement	\$ 102,564	48,802	\$ 53,762	47.58%
71150	206	Life Insurance	\$ 2,730	1,204	\$ 1,526	44.11%
71150	207	Medical Insurance	\$ 149,939	87,646	\$ 62,293	58.45%
71150	208	Dental Insurance	\$ 3,163	3,064	\$ 99	96.87%
71150	211	Local Retirement	\$ -	2,089	\$ (2,089)	#DIV/0!
71150	212	Medicare	\$ 16,491	8,345	\$ 8,146	50.60%
71150	217	Retirement-Hybrid Stabilization	\$ 1,672	1,027	\$ 645	61.42%
71150	399	Other Contracted Services	\$ 5,362	5,362	\$ -	100.00%
71150	429	Instructional Supplies and Materials	\$ 15,978	15,978	\$ -	100.00%
71150	499	Other Supplies and Materials	\$ 3,028	3,028	\$ -	100.00%
71150	790	Other Equipment	\$ 12,446	1,288	\$ 11,158	10.35%
		Total Alternative Instruction	\$ 1,520,074	\$ 825,041	\$ 695,033	54.28%
		SPECIAL EDUCATION				
71200	116	Teachers	\$ 2,895,507	1,728,979	\$ 1,166,528	59.71%
71200	117	Career Ladder	\$ 8,000	4,425	\$ 3,575	55.31%
71200	163	Educational Assistants	\$ 903,948	353,720	\$ 550,228	39.13%
71200	171	Speech Pathologist	\$ 469,798	275,165	\$ 194,633	58.57%
71200	189	Other Salaries & Wages - Sign Language Interpreters	\$ 90,270	32,646	\$ 57,624	36.17%
71200	201	Social Security	\$ 266,367	140,015	\$ 126,352	52.56%
71200	204	Retirement	\$ 313,650	168,675	\$ 144,975	53.78%
71200	206	Life Insurance	\$ 10,482	4,915	\$ 5,567	46.89%
71200	207	Medical Insurance	\$ 585,876	326,842	\$ 259,034	55.79%
71200	208	Dental Insurance	\$ 18,016	9,554	\$ 8,462	53.03%
71200	211	Local Retirement	\$ 4,957	4,184	\$ 773	84.40%
71200	212	Medicare	\$ 63,329	32,878	\$ 30,451	51.92%
71200	217	Retirement-Hybrid Stabilization	\$ 21,453	12,120	\$ 9,333	56.50%
71200	336	Equipment Repairs and Maintenance	\$ 500	130	\$ 370	26.00%
71200	429	Instructional Supplies and Materials	\$ 25,150	10,262	\$ 14,888	40.80%
71200	499	Other Supplies and Materials	\$ 3,000	2,597	\$ 403	86.55%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
71200	725	Special Education Instruction Equipment	\$ 2,000	895	\$ 1,105	44.75%
		Total Special Education	\$ 5,682,303	\$ 3,108,002	\$ 2,574,301	54.70%
		VOCATIONAL INSTRUCTION				
71300	116	Teachers	\$ 1,749,168	961,131	\$ 788,037	54.95%
71300	117	Career Ladder	\$ 4,000	2,000	\$ 2,000	50.00%
71300	163	Educational Assistants	\$ 82,620	44,728	\$ 37,892	54.14%
71300	201	Social Security	\$ 111,978	58,911	\$ 53,067	52.61%
71300	204	Retirement	\$ 130,874	71,940	\$ 58,934	54.97%
71300	206	Life Insurance	\$ 4,404	2,127	\$ 2,277	48.30%
71300	207	Medical Insurance	\$ 259,173	140,442	\$ 118,731	54.19%
71300	208	Dental Insurance	\$ 6,632	4,107	\$ 2,525	61.93%
71300	212	Medicare	\$ 26,618	13,778	\$ 12,840	51.76%
71300	217	Retirement-Hybrid Stabilization	\$ 6,806	3,812	\$ 2,994	56.01%
71300	399	Other Contracted Services	\$ 1,696	1,696	\$ -	100.00%
71300	429	Instructional Supplies and Materials	\$ 39,690	19,602	\$ 20,088	49.39%
71300	429	Forward Funding	\$ 1,696	1,696	\$ -	100.00%
71300	730	Vocational Equipment	\$ 4,603	-	\$ 4,603	0.00%
		Total Vocational Instruction	\$ 2,429,958	\$ 1,325,970	\$ 1,103,988	54.57%
		ATTENDANCE				
72110	189	Other Salaries and Wages	\$ 241,740	124,947	\$ 116,793	51.69%
72110	201	Social Security	\$ 14,746	7,010	\$ 7,736	47.54%
72110	204	State Retirement	\$ 16,369	8,270	\$ 8,099	50.52%
72110	206	Life Insurance	\$ 580	155	\$ 425	26.76%
72110	207	Medical Insurance	\$ 57,004	29,807	\$ 27,197	52.29%
72110	208	Dental Insurance	\$ 1,910	831	\$ 1,079	43.49%
72110	211	Local Retirement	\$ 1,250	785	\$ 465	62.79%
72110	212	Medicare	\$ 3,505	1,639	\$ 1,866	46.77%
72110	217	Retirement - Hybrid Stabilization	\$ 3,092	1,655	\$ 1,437	53.53%
72110	471	Software Maintenance	\$ 48,500	54,580	\$ (6,080)	112.54%
		Total Attendance	\$ 388,696	\$ 229,681	\$ 159,015	59.09%
		HEALTH SERVICES				
72120	131	Medical Personnel	\$ 770,556	411,801	\$ 358,755	53.44%
72120	201	Social Security	\$ 47,004	23,712	\$ 23,292	50.45%
72120	204	Retirement	\$ 61,259	33,583	\$ 27,676	54.82%
72120	206	Life Insurance	\$ 1,849	775	\$ 1,074	41.90%
72120	207	Medical Insurance	\$ 118,434	65,907	\$ 52,527	55.65%
72120	208	Dental Insurance	\$ 3,000	2,149	\$ 851	71.64%
72120	212	Medicare	\$ 11,173	5,545	\$ 5,628	49.63%
72120	217	Retirement-Hybrid Stabilization	\$ 8,091	4,509	\$ 3,582	55.73%
72120	355	Travel	\$ 500	372	\$ 128	74.36%
72120	399	Other Contracted Services	\$ 8,000	577	\$ 7,423	7.21%
72120	399	Other Contracted Services - Coordinated School Health	\$ 26,000	165	\$ 25,835	0.63%
72120	413	Drugs & Medical Supplies	\$ 4,000	1,800	\$ 2,200	45.00%
72120	499	Other Supplies & Materials	\$ 15,000	6,735	\$ 8,265	44.90%
72120	499	Other Supplies & Materials - Coordinated School Health	\$ 28,500	5,315	\$ 23,185	18.65%
72120	524	Staff Development	\$ 2,900	-	\$ 2,900	0.00%
72120	524	Staff Development - Coordinated School Health	\$ 4,000	2,244	\$ 1,756	56.09%
72120	735	Health Equipment	\$ 500	-	\$ 500	0.00%
		Total Health Services	\$ 1,110,766	\$ 565,189	\$ 545,578	50.88%
		STUDENT SUPPORT				
72130	117	Career Ladder	\$ 2,000	1,000	\$ 1,000	50.00%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
72130	123	Guidance Personnel	\$ 1,716,756	940,233	\$ 776,523	54.77%
72130	161	Secretary	\$ 40,800	31,405	\$ 9,395	76.97%
72130	189	Other Salaries & Benefits	\$ 854,443	459,267	\$ 395,176	53.75%
72130	201	Social Security	\$ 159,448	82,784	\$ 76,664	51.92%
72130	204	Retirement	\$ 194,775	105,565	\$ 89,210	54.20%
72130	206	Life Insurance	\$ 6,271	2,520	\$ 3,751	40.19%
72130	207	Medical Insurance	\$ 339,348	205,151	\$ 134,197	60.45%
72130	208	Dental Insurance	\$ 12,193	5,960	\$ 6,233	48.88%
72130	211	Local Retirement	\$ -	1,208	\$ (1,208)	#DIV/0!
72130	212	Medicare	\$ 37,901	19,493	\$ 18,408	51.43%
72130	217	Retirement-Hybrid Stabilization	\$ 17,887	9,885	\$ 8,002	55.26%
72130	322	Evaluation & Testing	\$ 30,000	-	\$ 30,000	0.00%
72130	322	AP Testing (2-583)	\$ 105,000	-	\$ 105,000	0.00%
72130	399	Other Contracted Services - Pre-ACT Assessment	\$ 8,000	-	\$ 8,000	0.00%
72130	499	Other Supplies & Materials - Safe Schools	\$ 6,000	1,474	\$ 4,526	24.57%
72130	499	Other Supplies & Materials - TVA South Side Grant	\$ 1,239	1,239	\$ -	100.00%
72130	790	Other Equipment (1-529)	\$ 2,500	-	\$ 2,500	0.00%
		Total Student Support	\$ 3,534,561	\$ 1,867,184	\$ 1,667,377	52.83%
		INSTRUCTION SUPPORT				
72210	105	Administration	\$ 770,864	429,115	\$ 341,749	55.67%
72210	117	Career Ladder	\$ 7,000	3,000	\$ 4,000	42.86%
72210	129	Librarians	\$ 866,234	462,453	\$ 403,781	53.39%
72210	137	Educational Media Personnel	\$ 332,520	185,777	\$ 146,743	55.87%
72210	161	Secretary	\$ 135,660	83,583	\$ 52,077	61.61%
72210	172	Instructional Coaches	\$ 1,253,274	723,327	\$ 529,947	57.71%
72210	189	Other Salaries and Wages	\$ 76,500	134,098	\$ (57,598)	175.29%
72210	189	Other Salaries and Wages - Tech Teacher Leader	\$ 30,500	-	\$ 30,500	0.00%
72210	201	Social Security	\$ 211,825	117,312	\$ 94,513	55.38%
72210	204	Retirement	\$ 252,448	143,051	\$ 109,397	56.67%
72210	206	Life Insurance	\$ 8,334	4,100	\$ 4,234	49.19%
72210	207	Medical Insurance	\$ 371,183	225,824	\$ 145,359	60.84%
72210	208	Dental Insurance	\$ 10,183	6,978	\$ 3,205	68.53%
72210	211	Local Retirement	\$ 2,200	1,892	\$ 308	85.98%
72210	212	Medicare	\$ 50,352	27,568	\$ 22,784	54.75%
72210	217	Retirement-Hybrid Stabilization	\$ 6,063	2,759	\$ 3,304	45.51%
72210	336	Maintenance and Repair Service	\$ -	103	\$ (103)	#DIV/0!
72210	355	Travel	\$ 11,500	3,251	\$ 8,249	28.27%
72210	355	Travel - Safe Schools	\$ 1,500	163	\$ 1,337	10.90%
72210	355	Travel Academic Competitions - Robotics Team (5K) (16-57	\$ 10,000	2,450	\$ 7,550	24.50%
72210	399	Niswonger Class Fees (555)	\$ 5,000	5,300	\$ (300)	106.00%
72210	399	Contracted Services Niswonger Consortium Fee (555)	\$ 15,200	15,234	\$ (34)	100.22%
72210	399	Other Contracted Services (5\$ Transact)	\$ 9,000	-	\$ 9,000	0.00%
72210	399	Other Contracted Services-Safety Net Program (1-031)	\$ 41,000	-	\$ 41,000	0.00%
72210	399	Other Contracted Services - Frontline	\$ 28,000	30,864	\$ (2,864)	110.23%
72210	399	Other Contracted Services - Robotics Team (16-572)	\$ 1,000	-	\$ 1,000	0.00%
72210	399	Other Contracted Services - Parent Square	\$ 16,500	31,200	\$ (14,700)	189.09%
72210	399	Other Contracted Services - 504 Online System	\$ 5,000	-	\$ 5,000	0.00%
72210	399	Other Contracted Services - Major Clarity	\$ 7,000	7,630	\$ (630)	109.00%
72210	399	At-Risk Services (1-964)	\$ 1,000	-	\$ 1,000	0.00%
72210	399	Random Drug Testing (DOT Physicals)	\$ 16,000	3,292	\$ 12,708	20.58%
72210	399	Other Contracted Services - Renaissance Learning	\$ -	41,708	\$ (41,708)	#DIV/0!
72210	399	Contracted Services - RC (1-030)	\$ 2,400	1,157	\$ 1,243	48.19%
72210	399	Internal Assessment Platform - Illuminate	\$ 55,000	-	\$ 55,000	0.00%
72210	399	Other Contracted Services -Safe Schools	\$ 20,000	4,147	\$ 15,853	20.73%
72210	399	Other Contracted Services (Misc)	\$ 20,000	14,556	\$ 5,444	72.78%
72210	432	Library Books Media	\$ 37,288	37,288	\$ -	100.00%
72210	471	Software Maintenance - Hapara	\$ -	62,855	\$ (62,855)	#DIV/0!
72210	471	Software Maintenance - Library Software	\$ 35,703	20,702	\$ 15,001	57.99%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
72210	471	Software Maintenance - Renaissance Learning Item Bank	\$ -	3,696	\$ (3,696)	#DIV/0!
72210	499	Other Supplies & Materials	\$ 10,000	5,336	\$ 4,664	53.36%
72210	499	Other Supplies & Materials - Special Budget Requests	\$ 1,000	87	\$ 913	8.73%
72210	499	Mclass Amplify Program (1-524)	\$ 26,000	23,880	\$ 2,120	91.85%
72210	499	Other Supplies & Materials-RC (1-030)	\$ 7,700	1,706	\$ 5,994	22.15%
72210	499	Other Supplies and Materials - Robotics Team (16-572)	\$ 5,000	-	\$ 5,000	0.00%
72210	499	Shoe Fund (1-520)	\$ 25,362	6,102	\$ 19,260	24.06%
72210	499	Centegix Supplies (964)	\$ 2,400	510	\$ 1,890	21.25%
72210	499	Homeless Donations (701)	\$ 11,132	9,718	\$ 1,414	87.30%
72210	499	Other Supplies & Materials - Safe Schools	\$ 2,000	2,388	\$ (388)	119.40%
72210	524	Teacher Leadership Academy (537)	\$ 44,500	22,036	\$ 22,464	49.52%
72210	524	In-service Staff Dev. System Wide/School Based	\$ 148,709	46,943	\$ 101,766	31.57%
72210	524	Staff Development - Safe Schools	\$ 55,000	32,359	\$ 22,641	58.83%
72210	524	Staff Development - Coordinated School Health	\$ 1,500	1,428	\$ 72	95.22%
72210	524	AP Staff Development (2-583)	\$ 10,000	-	\$ 10,000	0.00%
72210	599	Non Revenue Producing Sports \$30K (25/5)	\$ 85,270	27,442	\$ 57,828	32.18%
72210	599	Non Revenue Producing Sports - Reserved for Encumbrance	\$ 1,075	1,075	\$ 0	99.99%
72210	599	Other Charges - MS Competition Fees	\$ 3,000	480	\$ 2,520	16.00%
72210	599	Other Charges - Safe Schools	\$ 12,200	1,000	\$ 11,200	8.20%
72210	599	Other Charges	\$ 4,000	69	\$ 3,931	1.73%
72210	790	Non Revenue Producing Sports - Arts \$20K (15/5)	\$ 24,730	5,959	\$ 18,771	24.09%
72210	790	Other Equipment - Safe Schools	\$ 35,000	4,591	\$ 30,409	13.12%
72210	790	Safety - Radios (1-964) - Elementary	\$ 5,000	3,814	\$ 1,186	76.27%
72210	790	Other Equipment	\$ 5,000	-	\$ 5,000	0.00%
		Total Instruction Support	\$ 5,248,809	\$ 3,033,354	\$ 2,215,455	57.79%
		ALTERNATIVE INSTRUCTIONAL SUPPORT				
72215	161	Secretaries	\$ 40,800	21,438	\$ 19,362	52.54%
72215	201	Social Security	\$ 2,489	1,119	\$ 1,370	44.94%
72215	204	Retirement	\$ 3,089	1,623	\$ 1,466	52.54%
72215	206	Life Insurance	\$ 98	46	\$ 52	46.90%
72215	207	Medical Insurance	\$ 14,066	8,198	\$ 5,868	58.28%
72215	208	Dental Insurance	\$ 145	246	\$ (101)	169.34%
72215	212	Medicare	\$ 592	262	\$ 330	44.19%
72215	217	Retirement - Hybrid Stabilization	\$ 583	327	\$ 256	56.06%
72215	435	Office Supplies	\$ 2,431	2,431	\$ -	100.00%
72215	524	In-Service/Staff Development	\$ 2,000	(450)	\$ 2,450	-22.50%
		Total Alternative Instruction Support	\$ 66,293	\$ 35,238	\$ 31,055	53.16%
		SPECIAL EDUCATION SUPPORT				
72220	105	Administration	\$ 114,651	66,880	\$ 47,771	58.33%
72220	124	Psychological Personnel	\$ 79,890	43,577	\$ 36,313	54.55%
72220	131	Physical Therapist	\$ 219,326	152,271	\$ 67,055	69.43%
72220	135	Diagnosticians	\$ 369,332	62,416	\$ 306,916	16.90%
72220	161	Secretary	\$ 111,180	63,447	\$ 47,733	57.07%
72220	189	Other Salaries & Wages	\$ 54,898	29,917	\$ 24,981	54.49%
72220	201	Social Security	\$ 57,906	24,368	\$ 33,538	42.08%
72220	204	Retirement	\$ 54,558	34,933	\$ 19,625	64.03%
72220	206	Life Insurance	\$ 2,278	813	\$ 1,465	35.68%
72220	207	Medical Insurance	\$ 88,770	59,208	\$ 29,562	66.70%
72220	208	Dental Insurance	\$ 2,424	1,700	\$ 724	70.14%
72220	212	Medicare	\$ 13,765	5,699	\$ 8,066	41.40%
72220	217	Retirement-Hybrid Stabilization	\$ 4,701	2,347	\$ 2,354	49.92%
72220	312	Contracts with Private Agencies	\$ 29,969	41,881	\$ (11,912)	139.75%
72220	322	Testing Materials	\$ 5,000	3,759	\$ 1,241	75.18%
72220	336	Maintenance & Repair Services - Equipment	\$ 1,300	1,229	\$ 71	94.54%
72220	355	Travel	\$ 6,000	2,598	\$ 3,402	43.30%
72220	499	Other Supplies & Materials	\$ 2,000	1,854	\$ 146	92.71%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
72220	524	In Service/Staff Development	\$ 4,000	3,334	\$ 666	83.35%
		Total Special Education Support	\$ 1,221,948	\$ 602,230	\$ 619,718	49.28%
		VOCATIONAL INSTRUCTION SUPPORT				
72230	105	Administration	\$ 130,218	74,593	\$ 55,625	57.28%
72230	117	Career Ladder	\$ 3,000	1,500	\$ 1,500	50.00%
72230	161	Secretary	\$ 39,780	20,809	\$ 18,971	52.31%
72230	201	Social Security	\$ 10,553	5,718	\$ 4,835	54.18%
72230	204	Retirement	\$ 11,484	6,415	\$ 5,069	55.86%
72230	206	Life Insurance	\$ 415	207	\$ 208	49.97%
72230	207	Medical Insurance	\$ 21,012	12,022	\$ 8,990	57.21%
72230	208	Dental Insurance	\$ 558	323	\$ 235	57.80%
72230	212	Medicare	\$ 2,508	1,337	\$ 1,171	53.31%
72230	217	Retirement - Hybrid Stabilization	\$ 569	317	\$ 252	55.70%
72230	355	Travel	\$ 162	423	\$ (261)	260.93%
72230	399	Other Contracted Services	\$ 41,000	20,419	\$ 20,581	49.80%
72230	435	Office Supplies	\$ 162	162	\$ -	100.00%
72230	499	Print Shop Enterprise Account	\$ 10,000	-	\$ 10,000	0.00%
72230	499	Other Supplies & Materials PRINT SHOP	\$ 100,000	64,703	\$ 35,297	64.70%
72230	524	In-Service/Staff Development	\$ -	476	\$ (476)	#DIV/0!
		Total Vocational Instruction Support	\$ 371,421	\$ 209,423	\$ 106,374	56.38%
		TECHNOLOGY				
72250	105	Administration	\$ 105,902	61,765	\$ 44,137	58.32%
72250	121	Technicians	\$ 1,094,737	628,463	\$ 466,274	57.41%
72250	201	Social Security	\$ 73,239	39,719	\$ 33,520	54.23%
72250	204	Retirement	\$ 159,408	89,538	\$ 69,870	56.17%
72250	206	Life Insurance	\$ 2,882	1,403	\$ 1,479	48.68%
72250	207	Medical Insurance	\$ 174,004	102,726	\$ 71,278	59.04%
72250	208	Dental Insurance	\$ 5,809	3,203	\$ 2,606	55.14%
72250	211	Local Retirement	\$ -	4,613	\$ (4,613)	#DIV/0!
72250	212	Medicare	\$ 17,409	9,289	\$ 8,120	53.36%
72250	217	Retirement - Hybrid Stabilization	\$ 7,528	4,009	\$ 3,519	53.25%
72250	307	Technology Communications	\$ 6,300	2,198	\$ 4,102	34.89%
72250	320	Dues and Memberships	\$ 900	567	\$ 333	62.99%
72250	336	Maintenance and Repair Services	\$ -	360	\$ (360)	#DIV/0!
72250	350	Other Charges-Internet/ENA	\$ 235,000	60,773	\$ 174,227	25.86%
72250	355	Travel Technology	\$ 3,000	46	\$ 2,954	1.53%
72250	399	Contracted Services	\$ 26,573	10,506	\$ 16,067	39.54%
72250	411	Data Processing Supplies	\$ 11,500	666	\$ 10,834	5.79%
72250	435	Office Supplies Technology	\$ 1,700	802	\$ 898	47.18%
72250	471	Software Maintenance - Content Filter	\$ 26,000	-	\$ 26,000	0.00%
72250	471	Software Maintenance - Endpoint Protection - Trend	\$ 60,000	-	\$ 60,000	0.00%
72250	471	Subscription Renewal - School Messenger	\$ 14,000	-	\$ 14,000	0.00%
72250	471	Software Maintenance - Jatheon/Email Archive	\$ 5,000	-	\$ 5,000	0.00%
72250	471	Software Maintenance - KnowBe4	\$ 24,000	7,352	\$ 16,648	30.63%
72250	471	Software Maintenance - TeamViewer	\$ 11,000	-	\$ 11,000	0.00%
72250	471	Software Maintenance - VXRail	\$ 26,000	-	\$ 26,000	0.00%
72250	471	Software Maintenance - Microsoft EES - OS and Office L	\$ 39,000	43,662	\$ (4,662)	111.95%
72250	471	Software Maintenance - Cisco Smartnet	\$ 20,000	7,737	\$ 12,263	38.68%
72250	471	Software Maintenance - Veeam	\$ 6,200	6,270	\$ (70)	101.13%
72250	471	Software Maintenance - Help Desk	\$ 25,000	26,587	\$ (1,587)	106.35%
72250	471	Software Maintenance - VMWare	\$ 12,000	-	\$ 12,000	0.00%
72250	471	Software Maintenance - MDM - Apple Devices Mosyle	\$ 15,000	-	\$ 15,000	0.00%
72250	471	Software Maintenance - SonicWall - Firewall	\$ 10,000	6,445	\$ 3,556	64.45%
72250	471	Software Maintenance - KACE	\$ 1,500	-	\$ 1,500	0.00%
72250	471	Software Maintenance - Identity Automation Rapid	\$ 58,000	-	\$ 58,000	0.00%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
72250	471	Software Maintenance - Tipping Point	\$ 93,000	92,520	\$ 480	99.48%
72250	471	Software Hosting Services	\$ 16,000	19,345	\$ (3,345)	120.91%
72250	471	Software Maintenance - Aruba Clearpass	\$ 9,000	14,461	\$ (5,461)	160.68%
72250	471	Software Maintenance - Badgepass	\$ 10,000	-	\$ 10,000	0.00%
72250	471	Software Maintenance -Firewall Upgrade	\$ 6,445	-	\$ 6,445	0.00%
72250	471	Software Maintenance - Other	\$ 5,000	1,339	\$ 3,661	26.78%
72250	499	Other Supplies & Materials Technology	\$ 10,500	3,488	\$ 7,012	33.22%
72250	524	In-service Staff Development - Technology	\$ 10,000	1,456	\$ 8,544	14.56%
72250	614	Principal - Subscription Based Information Tech Agreemen	\$ 8,834	32,168	\$ (23,334)	364.14%
72250	615	Interest - Subscription Based Information Tech Agreemen	\$ -	665	\$ (665)	#DIV/0!
72250	709	Data Processing Equipment - Firewall Upgrade	\$ 82,717	82,717	\$ -	100.00%
72250	709	Data Processing Equipment Technology	\$ 10,000	837	\$ 9,163	8.37%
		Total Technology	\$ 2,540,087	\$ 1,367,694	\$ 1,172,393	53.84%
		BOARD OF EDUCATION				
72310	206	Life Insurance	\$ 420	198	\$ 222	47.14%
72310	207	Medical Insurance	\$ 28,000	16,355	\$ 11,645	58.41%
72310	305	Audit Service	\$ 20,000	20,800	\$ (800)	104.00%
72310	320	Dues and Memberships	\$ 14,000	8,698	\$ 5,302	62.13%
72310	331	Legal Services	\$ 10,000	19,382	\$ (9,382)	193.82%
72310	355	Travel	\$ 2,000	-	\$ 2,000	0.00%
72310	399	Other Contracted Services	\$ 10,000	7,250	\$ 2,750	72.50%
72310	499	Other Supplies & Materials	\$ 2,000	314	\$ 1,686	15.70%
72310	506	Liability Insurance	\$ 76,115	-	\$ 76,115	0.00%
72310	506	*Athletic Liability Insurance	\$ 40,000	40,942	\$ (942)	102.36%
72310	508	Corporate Surety Bonds	\$ 150	144	\$ 6	96.00%
72310	510	Trustee's Commission	\$ 500,000	223,051	\$ 276,949	44.61%
72310	513	Workman's Compensation Insurance	\$ 562,484	-	\$ 562,484	0.00%
72310	524	In-service Staff Development	\$ 25,500	17,078	\$ 8,422	66.97%
72310	599	Other Charges	\$ 30,000	15,207	\$ 14,793	50.69%
72310	599	Athletics/Band Travel	\$ 80,000	34,841	\$ 45,159	43.55%
		Total Board of Education	\$ 1,400,669	\$ 404,260	\$ 996,409	28.86%
		Superintendent				
72320	101	Superintendent	\$ 188,700	110,075	\$ 78,625	58.33%
72320	117	Career Ladder	\$ -	-	\$ -	#DIV/0!
72320	161	Secretary	\$ 55,080	31,530	\$ 23,550	57.24%
72320	201	Social Security	\$ 16,359	6,873	\$ 9,486	42.02%
72320	204	Retirement	\$ 17,697	10,278	\$ 7,419	58.08%
72320	206	Life Insurance	\$ 585	304	\$ 281	52.03%
72320	207	Medical Insurance	\$ 32,049	18,302	\$ 13,747	57.11%
72320	208	Dental Insurance	\$ 820	475	\$ 345	57.87%
72320	212	Medicare	\$ 3,883	2,149	\$ 1,734	55.34%
72320	217	Retirement - Hybrid Stabilization	\$ 788	453	\$ 335	57.54%
72320	299	Other Fringe Benefits	\$ 12,000	7,000	\$ 5,000	58.33%
72320	306	Bank Charges	\$ 5,000	-	\$ 5,000	0.00%
72320	307	Communications	\$ 60,000	26,086	\$ 33,914	43.48%
72320	320	Dues & Memberships	\$ 12,000	10,248	\$ 1,752	85.40%
72320	348	Postal Charges	\$ 10,000	3,688	\$ 6,312	36.88%
72320	355	Travel	\$ 1,000	-	\$ 1,000	0.00%
72320	399	Other Contracted Services	\$ 21,200	9,778	\$ 11,422	46.12%
72320	435	Office Supplies	\$ 7,000	3,531	\$ 3,469	50.44%
72320	499	Other Supplies and Materials	\$ -	362	\$ (362)	#DIV/0!
72320	524	Staff Development - Leadership Program	\$ 11,000	2,735	\$ 8,265	24.87%
72320	599	Other Charges	\$ 13,000	-	\$ 13,000	0.00%
72320	701	Administrative Equipment	\$ 2,000	-	\$ 2,000	0.00%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
		Total Director of Schools	\$ 470,161	\$ 243,867	\$ 226,294	51.87%
		OFFICE OF THE PRINCIPAL				
72410	104	Principals	\$ 1,313,723	761,831	\$ 551,892	57.99%
72410	117	Career Ladder	\$ 1,000	1,000	\$ -	100.00%
72410	119	Bookkeepers	\$ 499,800	277,023	\$ 222,777	55.43%
72410	139	Assistant Principals	\$ 2,043,844	1,166,454	\$ 877,390	57.07%
72410	161	Secretary	\$ 1,113,840	637,128	\$ 476,712	57.20%
72410	189	Data Processing Personnel	\$ 71,849	41,912	\$ 29,937	58.33%
72410	201	Social Security	\$ 307,564	169,972	\$ 137,592	55.26%
72410	204	Retirement	\$ 382,643	211,661	\$ 170,982	55.32%
72410	206	Life Insurance	\$ 12,093	6,007	\$ 6,086	49.67%
72410	207	Medical Insurance	\$ 576,610	324,842	\$ 251,768	56.34%
72410	208	Dental Insurance	\$ 16,028	9,979	\$ 6,049	62.26%
72410	211	Local Retirement	\$ 11,138	7,146	\$ 3,992	64.16%
72410	212	Medicare	\$ 73,139	39,819	\$ 33,320	54.44%
72410	217	Retirement - Hybrid Stabilization	\$ 205,143	10,903	\$ 194,240	5.31%
72410	307	Communication	\$ 80,000	44,229	\$ 35,771	55.29%
72410	320	Dues & Memberships	\$ 1,250	1,250	\$ -	100.00%
72410	348	Postal Charges	\$ 6,414	6,356	\$ 58	99.09%
72410	355	Travel	\$ 2,682	2,682	\$ -	100.00%
72410	435	Office Supplies	\$ 6,537	6,537	\$ -	100.00%
72410	524	In-service/Staff Development	\$ 912	-	\$ 912	0.00%
72410	701	Administrative Equipment	\$ -	4,928	\$ (4,928)	#DIV/0!
		Total Office of the Principal	\$ 6,726,209	\$ 3,731,659	\$ 2,994,550	55.48%
		FISCAL SERVICES				
72510	105	Administration	\$ 119,260	69,562	\$ 49,698	58.33%
72510	119	Bookkeepers	\$ 321,577	187,112	\$ 134,465	58.19%
72510	201	Social Security	\$ 26,889	15,038	\$ 11,851	55.92%
72510	204	Retirement	\$ 61,569	35,734	\$ 25,835	58.04%
72510	206	Life Insurance	\$ 1,058	544	\$ 514	51.46%
72510	207	Medical Insurance	\$ 48,723	25,916	\$ 22,807	53.19%
72510	208	Dental Insurance	\$ 1,250	752	\$ 498	60.20%
72510	211	Local Retirement	\$ 4,243	2,394	\$ 1,849	56.42%
72510	212	Medicare	\$ 6,392	3,517	\$ 2,875	55.03%
72510	217	Retirement - Hybrid Stabilization	\$ 27,677	1,168	\$ 26,509	4.22%
72510	320	Dues & Memberships	\$ 1,500	500	\$ 1,000	33.33%
72510	355	Travel	\$ 100	-	\$ 100	0.00%
72510	399	Other Contracted Services	\$ 50,000	1,116	\$ 48,884	2.23%
72510	411	Data Processing Supplies	\$ 4,500	2,261	\$ 2,239	50.24%
72510	435	Office Supplies	\$ 4,000	759	\$ 3,241	18.99%
72510	499	Other Supplies and Materials	\$ 2,400	1,641	\$ 759	68.36%
72510	524	Staff Development	\$ 5,000	3,217	\$ 1,783	64.35%
72510	599	Other Charges	\$ 250	10	\$ 240	4.00%
72510	701	Administrative Equipment	\$ 3,000	-	\$ 3,000	0.00%
		Total Fiscal Services	\$ 689,388	\$ 351,241	\$ 338,147	50.95%
		HUMAN RESOURCES				
72520	105	Supervisor/Director	\$ 88,018	51,344	\$ 36,674	58.33%
72520	161	Secretary	\$ 145,413	79,238	\$ 66,175	54.49%
72520	201	Social Security	\$ 14,239	7,563	\$ 6,676	53.11%
72520	204	State Retirement	\$ 26,093	14,798	\$ 11,295	56.71%
72520	206	Life Insurance	\$ 560	183	\$ 377	32.73%
72520	207	Medical Insurance	\$ 32,358	18,480	\$ 13,878	57.11%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
72520	208	Dental Insurance	\$ 820	573	\$ 247	69.88%
72520	212	Medicare	\$ 3,385	1,769	\$ 1,616	52.25%
72520	217	Retirement - Hybrid Stabilization	\$ 2,374	1,331	\$ 1,043	56.08%
72520	320	Dues and Memberships	\$ 600	50	\$ 550	8.33%
72520	355	Travel	\$ 1,000	-	\$ 1,000	0.00%
72520	399	Other Contracted Services	\$ 300	4,345	\$ (4,045)	1448.20%
72520	435	Office Supplies	\$ 1,000	1,489	\$ (489)	148.91%
72520	499	Other Supplies	\$ 1,400	1,400	\$ 0	99.97%
72520	524	Staff Development	\$ 1,250	3,500	\$ (2,250)	280.02%
72520	701	Administrative Equipment	\$ 1,250	-	\$ 1,250	0.00%
		Total Human Resources	\$ 320,060	\$ 186,062	\$ 133,998	58.13%
		OPERATION OF PLANT				
72610	160	Guards	\$ 209,610	87,271	\$ 122,339	41.63%
72610	166	Custodial Personnel	\$ 2,032,860	1,079,609	\$ 953,251	53.11%
72610	166	Summer Worker (510)	\$ 16,320	-	\$ 16,320	0.00%
72610	166	Custodian Overtime	\$ 6,000	7,486	\$ (1,486)	124.76%
72610	201	Social Security	\$ 138,152	67,577	\$ 70,575	48.91%
72610	204	Retirement	\$ 218,454	116,780	\$ 101,674	53.46%
72610	206	Life Insurance	\$ 5,435	2,013	\$ 3,422	37.04%
72610	207	Medical Insurance	\$ 310,014	179,490	\$ 130,524	57.90%
72610	208	Dental Insurance	\$ 9,100	5,335	\$ 3,765	58.63%
72610	211	Local Retirement	\$ 11,550	8,711	\$ 2,839	75.42%
72610	212	Medicare	\$ 32,839	15,800	\$ 17,039	48.11%
72610	217	Retirement - Hybrid Stabilization	\$ 17,824	8,636	\$ 9,188	48.45%
72610	359	Disposal Fees	\$ 130,000	65,675	\$ 64,325	50.52%
72610	399	Other Contracted Services	\$ -	60,231	\$ (60,231)	#DIV/0!
72610	410	Custodial Supplies	\$ 150,000	106,372	\$ 43,628	70.91%
72610	415	Electricity	\$ 1,900,000	987,048	\$ 912,952	51.95%
72610	434	Natural Gas	\$ 275,000	91,730	\$ 183,270	33.36%
72610	454	Water & Sewer	\$ 300,000	150,235	\$ 149,766	50.08%
72610	499	Other Supplies & Materials	\$ 5,000	12,569	\$ (7,569)	251.38%
72610	720	Plant Operating Equipment	\$ 5,000	-	\$ 5,000	0.00%
		Total Operation of Plant	\$ 5,773,158	\$ 3,052,566	\$ 2,720,592	52.88%
		MAINTENANCE OF PLANT				
72620	105	Administration	\$ 92,079	53,700	\$ 38,379	58.32%
72620	161	Secretary	\$ 46,920	25,840	\$ 21,080	55.07%
72620	167	Maintenance Personnel	\$ 1,183,680	625,861	\$ 557,819	52.87%
72620	201	Social Security	\$ 80,683	39,726	\$ 40,957	49.24%
72620	204	Retirement	\$ 193,574	102,713	\$ 90,861	53.06%
72620	206	Life Insurance	\$ 3,174	1,414	\$ 1,760	44.56%
72620	207	Medical Insurance	\$ 206,400	124,551	\$ 81,849	60.34%
72620	208	Dental Insurance	\$ 6,393	3,376	\$ 3,017	52.81%
72620	211	Local Retirement	\$ 4,120	2,546	\$ 1,574	61.79%
72620	212	Medicare	\$ 19,179	9,291	\$ 9,888	48.44%
72620	217	Retirement - Hybrid Stabilization	\$ 6,128	3,720	\$ 2,408	60.71%
72620	307	Communications	\$ 12,000	2,886	\$ 9,114	24.05%
72620	336	Maint & Repair Service - Equipment	\$ 7,500	2,227	\$ 5,273	29.69%
72620	399	Other Contracted Services	\$ 115,000	46,456	\$ 68,544	40.40%
72620	399	ESG M&V Services	\$ 17,000	-	\$ 17,000	0.00%
72620	399	Other Contracted Svcs - Rsvrd for Encmbrnc	\$ 23,470	14,220	\$ 9,250	60.59%
72620	499	Other Supplies & Materials	\$ 245,000	160,209	\$ 84,791	65.39%
72620	499	Other Supplies & Materials - Rsvrd for Encumbrances	\$ 5,013	-	\$ 5,013	0.00%
72620	599	Other Charges-In-service/Staff Development.	\$ 3,000	-	\$ 3,000	0.00%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date
		Total Maintenance of Plant	\$ 2,270,313	\$ 1,218,735	\$ 1,051,578	53.68%
		TRANSPORTATION				
72710	189	Other Salaries & Wages - Bus Assistants	\$ 38,600	8,392	\$ 30,208	21.74%
72710	201	Social Security	\$ 2,393	488	\$ 1,905	20.39%
72710	204	Retirement	\$ 4,270	549	\$ 3,721	12.86%
72710	211	Local Retirement	\$ 300	-	\$ 300	0.00%
72710	212	Medicare	\$ 560	114	\$ 446	20.38%
72710	217	Retirement - Hybrid Stabilization	\$ -	18	\$ (18)	#DIV/0!
72710	312	Special Education Transportation	\$ 2,000	200	\$ 1,800	10.00%
72710	314	Contracts w/Public Carrier	\$ 3,043,431	-	\$ 3,043,431	0.00%
72710	338	Maint & Repair Service	\$ 15,000	6,688	\$ 8,312	44.58%
72710	355	Travel	\$ -	3,193	\$ (3,193)	#DIV/0!
72710	399	Other Contracted Services	\$ -	3,443	\$ (3,443)	#DIV/0!
72710	425	Gasoline	\$ 51,000	19,026	\$ 31,974	37.31%
72710	450	Tires & Tubes	\$ 5,000	-	\$ 5,000	0.00%
72710	453	Vehicle Parts	\$ 9,000	4,836	\$ 4,164	53.74%
72710	729	Transportation Equipment	\$ 120,000	-	\$ 120,000	0.00%
		Total Transportation	\$ 3,291,554	\$ 46,947	\$ 3,244,607	1.43%
		PUBLIC RELATIONS				
72810	189	Other Salaries and Wages	\$ 73,943	48,467	\$ 25,476	65.55%
72810	201	Social Security	\$ 4,511	2,695	\$ 1,816	59.74%
72810	204	Retirement	\$ 5,597	3,669	\$ 1,928	65.55%
72810	206	Life Insurance	\$ 177	100	\$ 77	56.32%
72810	207	Medical Insurance	\$ 16,031	9,151	\$ 6,880	57.08%
72810	208	Dental Insurance	\$ 410	237	\$ 173	57.87%
72810	212	Medicare	\$ 1,072	630	\$ 442	58.79%
72810	217	Retirement - Hybrid Stabilization	\$ 1,057	672	\$ 385	63.56%
72810	355	Travel Public Relations	\$ 2,000	-	\$ 2,000	0.00%
72810	399	Contracted Services Public Relations	\$ 11,000	15,097	\$ (4,097)	137.24%
72810	435	Office Supplies Public Relations	\$ 1,500	-	\$ 1,500	0.00%
72810	499	Other Supplies & Materials-Public Relations	\$ 4,200	2,146	\$ 2,054	51.10%
72810	524	In-service Staff Development - Public Relations	\$ 4,200	1,864	\$ 2,336	44.38%
72810	599	Other Charges Public Relations	\$ 2,000	1,282	\$ 719	64.08%
72810	709	Data Processing Equipment Public Relations	\$ 3,000	5,299	\$ (2,299)	176.63%
		Total Public Relations	\$ 130,698	\$ 91,307	\$ 39,391	69.86%
		COMMUNITY SERVICE				
73300	105	Supervisor/Director	\$ 343,200	196,636	\$ 146,564	57.29%
73300	189	Other Salaries and Wages	\$ 730,000	423,233	\$ 306,767	57.98%
73300	201	Social Security	\$ 67,340	36,632	\$ 30,708	54.40%
73300	204	Retirement	\$ 16,500	8,845	\$ 7,655	53.61%
73300	206	Life Insurance	\$ 6,300	187	\$ 6,113	2.97%
73300	207	Medical Insurance	\$ 38,500	16,710	\$ 21,790	43.40%
73300	208	Dental Insurance	\$ 3,300	569	\$ 2,731	17.25%
73300	211	Local Retirement	\$ 4,300	63	\$ 4,237	1.47%
73300	212	Medicare	\$ 16,043	8,862	\$ 7,181	55.24%
73300	217	Hybrid Stabilization	\$ 1,000	1,363	\$ (363)	136.31%
73300	307	Communications	\$ 2,350	1,022	\$ 1,328	43.50%
73300	355	Travel	\$ 2,700	-	\$ 2,700	0.00%
73300	399	Other Contracted Services	\$ 5,900	1,769	\$ 4,131	29.99%
73300	422	Food Supplies	\$ 49,699	12,130	\$ 37,569	24.41%
73300	429	Instructional Supplies and Materials	\$ -	181	\$ (181)	#DIV/0!
73300	499	Other Supplies	\$ 49,100	24,465	\$ 24,635	49.83%
73300	509	Refunds	\$ 1,550	1,039	\$ 511	67.02%

JOHNSON CITY SCHOOLS						
Statement of Revenues, Expenditures, and Changes in Fund Balance						
For the Period Ended January 31, 2025						
						58.33%
			Amended	Actual	Budget Amount	Percentage
			Budget	Amounts	Remaining	of Budget to Date
73300	524	Staff Development	\$ 4,350	-	\$ 4,350	0.00%
73300	599	Other Charges	\$ 19,500	8,089	\$ 11,411	41.48%
73300	790	Other Equipment	\$ 5,000	1,962	\$ 3,038	39.24%
		Total Community Services	\$ 1,366,632	\$ 743,757	\$ 622,875	54.42%
		EARLY CHILDHOOD EDUCATION				
73400	105	Supervisor/Director	\$ 50,000	25,662	\$ 24,338	51.32%
73400	116	Teachers	\$ 184,643	79,370	\$ 105,273	42.99%
73400	163	Educational Assistants	\$ 39,890	11,497	\$ 28,393	28.82%
73400	189	Other Salaries & Wages	\$ 190,000	100,735	\$ 89,265	53.02%
73400	201	Social Security	\$ 28,136	13,190	\$ 14,946	46.88%
73400	204	Retirement	\$ 14,699	6,241	\$ 8,458	42.46%
73400	206	Life Insurance	\$ 443	444	\$ (1)	100.24%
73400	207	Medical Insurance	\$ 12,000	11,035	\$ 965	91.96%
73400	208	Dental Insurance	\$ 410	249	\$ 161	60.83%
73400	211	Local Retirement	\$ -	-	\$ -	#DIV/0!
73400	212	Medicare	\$ 12,231	3,085	\$ 9,146	25.22%
73400	217	Retirement - Hybrid Stabilization	\$ 1,939	885	\$ 1,054	45.62%
73400	307	Communications	\$ 100	24	\$ 76	24.00%
73400	399	Other Contracted Services	\$ 1,900	-	\$ 1,900	0.00%
73400	422	Food Supplies	\$ 2,500	998	\$ 1,502	39.91%
73400	429	Instructional Supplies	\$ -	1,036	\$ (1,036)	#DIV/0!
73400	499	Other Supplies & Materials	\$ 7,500	2,787	\$ 4,713	37.16%
73400	509	Refunds	\$ 700	-	\$ 700	0.00%
73400	524	Staff Development	\$ 2,000	-	\$ 2,000	0.00%
73400	599	Other Charges	\$ 3,000	251	\$ 2,749	8.38%
73400	790	Other Equipment	\$ 2,000	-	\$ 2,000	0.00%
		Total Early Childhood Education	\$ 554,091	\$ 257,490	\$ 296,601	46.47%
		CAPITAL OUTLAY				
76100	599	Summer Painting and Improvement (510)	\$ 10,000	-	\$ 10,000	0.00%
76100	599	Non-Capital Building Improvements	\$ 60,000	-	\$ 60,000	0.00%
76100	707	Building Improvements	\$ 190,000	17,460	\$ 172,540	9.19%
76100	707	Building Improvements - Special Budget Requests	\$ 727,759	137,633	\$ 590,126	18.91%
76100	707	Building Improvements - Reserved for Capital Outlay	\$ 270,810	-	\$ 270,810	0.00%
76100	707	Reserved for Encumbrances	\$ 597,949	352,360	\$ 245,589	58.93%
76100	799	Other Capital Outlay - Reserved for Encumbrances	\$ 1,150,856	570,894	\$ 579,962	49.61%
76100	799	Other Capital Outlay - Mountain View Track CSH	\$ 40,000	-	\$ 40,000	0.00%
76100	799	Other Capital Outlay - Special Budget Requests	\$ 188,000	-	\$ 188,000	0.00%
76100	799	Other Capital Outlay	\$ 28,000	12,536	\$ 15,464	44.77%
		Total Capital Outlay	\$ 3,263,374	\$ 1,090,884	\$ 2,172,490	33.43%
		DEBT SERVICE				
82130	601	Sales Tax Trust Fund	\$ 1,724,510	1,180,942	\$ 543,568	68.48%
82130	601	ESG Bond Principal Payments	\$ -	-	\$ -	#DIV/0!
82130	601	ESG Bond Principal Payments 2017 Issue	\$ 410,000	-	\$ 410,000	0.00%
82230	603	ESG Bond Interest Payments	\$ -	-	\$ -	#DIV/0!
82230	603	ESG Bond Interest Payments - 2017 Issue	\$ 139,400	70,357	\$ 69,043	50.47%
82230	699	ESG Bond Other Services/Fees Payments	\$ -	1,385	\$ (1,385)	#DIV/0!
		Total Debt Service	\$ 2,273,910	\$ 1,252,684	\$ 1,021,226	55.09%
		TRANSFERS				
99100	590	Operating Transfers (CSH, PREK, HOMELESS)	\$ 52,739	2,864	\$ 49,875	5.43%
99100	590	Operating Transfer - SRO Overtime	\$ 10,000	2,348	\$ 7,652	23.48%

JOHNSON CITY SCHOOLS					
Statement of Revenues, Expenditures, and Changes in Fund Balance					
For the Period Ended January 31, 2025					
					58.33%
		Amended	Actual	Budget Amount	Percentage
		Budget	Amounts	Remaining	of Budget to Date
	Total Transfers	\$ 62,739	\$ 5,211	\$ 57,528	8.31%
	TOTAL EXPENDITURES	\$ 101,875,602	\$ 52,865,515	\$ 48,795,449	51.89%
	NET CHANGE IN FUND BALANCE	\$ (5,153,109)	\$ 1,130,808	\$ (6,025,794)	
	NET CHANGE IN FUND BALANCE BREAKDOWN				
	UNDESIGNATED				
	Textbooks	\$ 939,035	\$ 59,092	\$ 879,943	
	Encumbrances	\$ 1,818,678	\$ 978,865	\$ 839,813	
	Special Budget Requests	\$ 812,800	\$ 166,630	\$ 646,170	
	Capital	\$ 856,769	\$ 29,996	\$ 826,773	
	Local Extended Contracts	\$ 96,065	\$ -	\$ 96,065	
	Local Donations	\$ 16,857	\$ 9,718	\$ 7,139	
	Equipment	\$ 265,261	\$ 131,421	\$ 133,840	
	Professional Development	\$ 180,470	\$ 71,863	\$ 108,607	
	Total Undesignated Fund Balance	\$ 4,985,935	\$ 1,447,586	\$ 3,538,349	
	EDUCARE	\$ 167,174	\$ (54,599)	\$ 221,773	
	Total Net Change in Fund Balance	\$ 5,153,109	\$ 1,392,987	\$ 3,760,122	

Locality	2019 Rate	Increase	2020 Rate	Increase	2021 Rate	Increase	2022 Rate	Residents	Increase	2023 Rate	Residents	Increase	2024	Residents
								Combined Rate			Combined Rate			Combined Rate
Washington County	\$ 2.1500	\$ -	\$ 2.1500	\$ -	\$ 2.1500	\$ -	\$ 2.1500	\$ 2.1500	\$ -	\$ 2.1500	\$ 2.1500	\$ (0.4400)	\$ 1.7100	\$ 1.7100
Watauga	\$ 0.7000	\$ -	\$ 0.7000	\$ (0.1300)	\$ 0.5700	\$ -	\$ 0.5700	\$ 2.7200	\$ -	\$ 0.5700	\$ 2.7200	\$ (0.1600)	\$ 0.4100	\$ 2.1200
Jonesborough	\$ 1.2000	\$ -	\$ 1.2000	\$ -	\$ 1.2000	\$ -	\$ 1.2000	\$ 3.3500	\$ 0.2500	\$ 1.4500	\$ 3.6000	\$ (0.4838)	\$ 0.9662	\$ 2.6762
Johnson City	\$ 1.7100	\$ -	\$ 1.7100	\$ 0.0200	\$ 1.7300	\$ -	\$ 1.7300	\$ 3.8800	\$ 0.2500	\$ 1.9800	\$ 4.1300	\$ (0.6259)	\$ 1.3541	\$ 3.0641
Unicoi County	\$ 2.6838	\$ 0.1700	\$ 2.8538	\$ -	\$ 2.8538	\$ (0.5033)	\$ 2.3505	\$ 2.3505	\$ 0.2600	\$ 2.6105	\$ 2.6105	\$ -	\$ 2.6105	\$ 2.6105
Erwin	\$ 1.8620	\$ -	\$ 1.8620	\$ -	\$ 1.8620	\$ (0.3108)	\$ 1.5512	\$ 3.9017	\$ -	\$ 1.5512	\$ 4.1617	\$ -	\$ 1.5512	\$ 4.1617
Sullivan County	\$ 2.5700	\$ -	\$ 2.5700	\$ (0.1638)	\$ 2.4062	\$ -	\$ 2.4062	\$ 2.4062	\$ -	\$ 2.4062	\$ 2.4062	\$ 0.0900	\$ 2.4962	\$ 2.4962
Bluff City	\$ 1.2800	\$ -	\$ 1.2800	\$ (0.1010)	\$ 1.1790	\$ -	\$ 1.1790	\$ 3.5852	\$ 0.1210	\$ 1.3000	\$ 3.7062	\$ -	\$ 1.3000	\$ 3.7962
Bristol	\$ 2.1612	\$ -	\$ 2.1612	\$ (0.1749)	\$ 1.9863	\$ -	\$ 1.9863	\$ 4.3925	\$ -	\$ 1.9863	\$ 4.3925	\$ 0.2637	\$ 2.2500	\$ 4.7462
Johnson City	\$ 1.9500	\$ -	\$ 1.9500	\$ (0.4000)	\$ 1.5500	\$ -	\$ 1.5500	\$ 3.9562	\$ 0.2500	\$ 1.8000	\$ 4.2062	\$ 0.2298	\$ 2.0298	\$ 4.5260
Kingsport	\$ 2.0643	\$ -	\$ 2.0643	\$ (0.1860)	\$ 1.8783	\$ 0.1200	\$ 1.9983	\$ 4.4045	\$ -	\$ 1.9983	\$ 4.4045	\$ -	\$ 1.9983	\$ 4.4945
Carter County	\$ 2.4700	\$ -	\$ 2.4700	\$ (0.4400)	\$ 2.0300	\$ -	\$ 2.0300	\$ 2.0300	\$ 0.1500	\$ 2.1800	\$ 2.1800	\$ -	\$ 2.1800	\$ 2.1800
Elizabethton	\$ 1.8500	\$ -	\$ 1.8500	\$ (0.2800)	\$ 1.5700	\$ -	\$ 1.5700	\$ 3.6000	\$ 0.0800	\$ 1.6500	\$ 3.8300	\$ -	\$ 1.6500	\$ 3.8300
Johnson City	\$ 1.8300	\$ -	\$ 1.8300	\$ (0.2800)	\$ 1.5500	\$ -	\$ 1.5500	\$ 3.5800	\$ 0.2500	\$ 1.8000	\$ 3.9800	\$ 0.0775	\$ 1.8775	\$ 4.0575
Watauga	\$ 0.7000	\$ -	\$ 0.7000	\$ (0.1300)	\$ 0.5700	\$ -	\$ 0.5700	\$ 2.6000	\$ -	\$ 0.5700	\$ 2.7500	\$ -	\$ 0.5700	\$ 2.7500
Greene County	\$ 2.0145	\$ -	\$ 2.0145	\$ -	\$ 2.0145	\$ -	\$ 2.0145	\$ 2.0145	\$ (0.3645)	\$ 1.6500	\$ 1.6500	\$ -	\$ 1.6500	\$ 1.6500
Greene County for City Residents	\$ 1.9845	\$ -	\$ 1.9845	\$ -	\$ 1.9845	\$ -	\$ 1.9845	\$ 4.1620	\$ (0.3445)	\$ 1.6400	\$ 3.3471	\$ -	\$ 1.6400	\$ 3.3471
Greeneville City	\$ 2.1775	\$ -	\$ 2.1775	\$ -	\$ 2.1775	\$ -	\$ 2.1775	\$ 4.1620	\$ (0.4704)	\$ 1.7071	\$ 3.3471	\$ -	\$ 1.7071	\$ 3.3471
Hawkins County	\$ 2.5323	\$ -	\$ 2.5323	\$ (0.3646)	\$ 2.1677	\$ 0.1500	\$ 2.3177	\$ 2.3177	\$ 0.0070	\$ 2.3247	\$ 2.3247	\$ 0.2299	\$ 2.5546	\$ 2.5546
Rogersville City	\$ 1.6700	\$ -	\$ 1.6700	\$ (0.1835)	\$ 1.4865	\$ -	\$ 1.4865	\$ 3.8042	\$ -	\$ 1.4865	\$ 3.8112	\$ 0.3500	\$ 1.8365	\$ 4.3911
Bulls Gap	\$ 0.7200	\$ -	\$ 0.7200	\$ (0.0636)	\$ 0.6564	\$ 0.0036	\$ 0.6600	\$ 2.9777	\$ 0.2000	\$ 0.8600	\$ 3.1847	\$ 0.1300	\$ 0.9900	\$ 3.5446
Church Hill	\$ 1.1034	\$ -	\$ 1.1034	\$ (0.1418)	\$ 0.9616	\$ -	\$ 0.9616	\$ 3.2793	\$ -	\$ 0.9616	\$ 3.2863	\$ 0.0484	\$ 1.0100	\$ 3.5646
Kingsport	\$ 1.8900	\$ -	\$ 1.8900	\$ (0.0117)	\$ 1.8783	\$ 0.1200	\$ 1.9983	\$ 4.3160	\$ -	\$ 1.9983	\$ 4.3230	\$ -	\$ 1.9983	\$ 4.5529
Mount Carmel	\$ 1.6700	\$ -	\$ 1.6700	\$ (0.2803)	\$ 1.3897	\$ -	\$ 1.3897	\$ 3.7074	\$ 0.2000	\$ 1.5897	\$ 3.9144	\$ -	\$ 1.5897	\$ 4.1443
Surgoinsville	\$ 1.2000	\$ -	\$ 1.2000	\$ (0.2370)	\$ 0.9630	\$ 0.0033	\$ 0.9663	\$ 3.2840	\$ -	\$ 0.9663	\$ 3.2910	\$ 0.1337	\$ 1.1000	\$ 3.6546

Acct	Acct	AMOUNT
A	Asset	
11130	CASH IN BANK	16,179,535.24
11131	FOOD SERVICE CASH	-113.58
11133	RETAINAGE ESCROW ACCOUNT	63,137.23
11200	INVENTORIES	62,414.98
11300	INVESTMENTS	1,189,657.06
11410	ACCOUNTS RECEIVABLE	23,504.38
11420	DUE FROM WASHINGTON CO GASB 33	19,417,284.00
11430	DUE FROM OTHER GOVERNMENTS	5,479,560.98
11440	DUE FROM OTHER FUNDS	134.84
11460	DUE FROM CITY GENERAL FUND	0.00
48610	DONATIONS	0.00
71100	REGULAR INSTRUCTION PROGRAM	0.00
-----	Asset	42,415,115.13
		=====
L	Liability	
21100	ACCOUNTS PAYABLE	0.00
21200	ACCRUED PAYROLL	-2,382,194.52
21310	INCOME TAX WITHHELD AND UNPAID	-3.79
21311	STATE INCOME TAX	0.00
21320	SOCIAL SECURITY TAX	-147,709.04
21325	EMPLOYEE MEDICARE DEDUCTION	-34,544.86
21330	RETIREMENT CONTRIBUTIONS	-165,367.36
21331	THE TRUST COMPANY	-1,736.04
21332	GREAT WEST DC PLAN	143.79
21340	FAMILY HEALTH INSURANCE	0.00
21341	MEDICAL INSURANCE	48,784.82
21342	SECTION 125	-110,096.39
21344	PAYROLL DEDUCTIONS	-52,942.08
21345	JCEA	0.00
21346	NTA	0.00
21347	NAS INC	0.00
21348	DENTAL INSURANCE	-42,165.24
21350	TAX SHELTER ANNUITIES	-555.00
21351	HEALTH SAVINGS ACCOUNT	555.00
21360	GARNISHMENTS AND LEVIES	0.00
21370	EXTENSION SERVICE PAYROLL DEDU	0.00
21390	OTHER PAYROLL DEDUCTIONS	-3,802.12
21410	CONSTRUCTION RETAINAGE PAYABLE	-7,996.32
21500	DUE TO OTHER FUNDS	-50.00
21518	DEFERRED REVENUE	-19,417,284.00
21520	DUE TO FOOD SERVICE	-339,219.59
21521	REVTRAK CLEARING ACCOUNT	-211.04
21540	DUE TO DEBT SERVICE FUND 1/4 C	-499,069.01
21555	DUE TO OTHER GOVERNMENTS	0.00
-----	Liability	-23,155,462.79
		=====

Acct	Acct	AMOUNT
Q	Equity	
34110	RESERVED FOR ENCUMBRANCES - CU	-1,842,485.05
34130	RESERVED FOR CHROMEBOOKS	-73,600.67
34141	RESERVED FOR SITE-BASED	0.00
34142	RESERVED FOR THE ARTS	0.00
34143	RESERVED FOR ADULT EDUCATION	0.00
34144	LOCAL EXTENDED CONTRACT	0.00
34145	RESERVED FOR BOILER - MAINTENA	0.00
34147	RESERVED FOR MAINTENANCE EQUIP	0.00
34150	RESERVED FOR INVENTORY	-62,083.62
34170	RESERVED FOR PROJECT SMILE	0.00
34179	LOCAL EXTENDED CONTRACTS	-96,064.98
34180	RESERVED FOR SUMMER SCHOOL	0.00
34181	RESERVED FOR LOCAL DONATIONS	-17,402.55
34379	RESERVED FOR EXTENDED CONTRACT	545.51
34380	RESERVED FOR CAREER LADDER PRO	4,395.78
34381	RESERVED FOR BEP CLASSROOM	0.00
34383	RESERVED FOR TECHNOLOGY	0.00
34384	RESERVED FOR TEXTBOOKS	-162,834.97
34385	RESERVED FOR STAFF DEVELOPMENT	0.00
34390	OTHER STATE EDUCATION RESERVES	0.00
34391	RESERVED FOR SUMMER YOUTH	0.00
34392	RESERVED FOR TECH CENTER AUCTI	0.00
34393	RESERVED FOR CAPITAL OUTLAY	-270,810.25
34394	RESERVE FOR HVAC	0.00
34395	RESERVE FOR SPECIAL BUDGET REQ	-812,800.00
34400	RESERVED FOR COMPENSATED ABSEN	-76,918.85
34450	RESERVED FOR GOLLONG	0.00
35110	DESIGNATED FOR 0.03 FUND BALAN	-2,808,843.11
35120	DESIGNATED FOR STIMULUS RECOVE	0.00
39000	UNDESIGNATED FUND BALANCE	-13,040,749.58
-----	Equity	-19,259,652.34
		=====
-----		0.00
	Grand Asset Totals	42,415,115.13
	Grand Liability Totals	-23,155,462.79
	Grand Equity Totals	-19,259,652.34
	Grand Totals	0.00

Number of Accounts: 445

***** End of report *****

Fnd Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE COLLECTIONS	YEAR-TO-DATE COLLECTIONS	UNCOLLECTED REVENUES	PERCENT COLLECTED	
40000							
141	40110	CURRENT PROPERTY TAX	12,587,095.00	2,444,886.37	4,794,832.77	7,792,262.23	38.09%
141	40120	TRUSTEE'S COLLECTIONS - PRIOR	280,555.00	17,850.27	11,057.67	269,497.33	3.94%
141	40130	CIRCUIT CLERK/CLERK & MASTER C	100,000.00	2,469.65	38,941.49	61,058.51	38.94%
141	40140	INTEREST AND PENALTY	135,000.00	3,433.37	24,470.50	110,529.50	18.13%
141	40150	PICK-UP TAXES	5,500.00	0.00	3.58	5,496.42	0.07%
141	40162	PAYMENTS IN LIEU OF TAXES - LO	215,000.00	0.00	204,353.49	10,646.51	95.05%
141	40163	PAYMENTS IN LIEU OF TAXES - OT	18,000.00	0.00	11,457.30	6,542.70	63.65%
141	40210	LOCAL OPTION SALES TAX	20,285,391.00	1,877,277.35	12,174,067.49	8,111,323.51	60.01%
141	40270	BUSINESS TAX	517,000.00	20,329.21	181,251.28	335,748.72	35.06%
141	40275	MIXED DRINK TAX	3,500.00	18.54	75.12	3,424.88	2.15%
141	40320	BANK EXCISE TAX	95,000.00	0.00	0.00	95,000.00	0.00%
141	40350	INTERSTATE TELECOMMUNICATIONS	0.00	0.00	0.00	0.00	0.00%
141	40390	OTHER STATUTORY LOCAL TAXES	0.00	0.00	0.00	0.00	0.00%
141	40---		34,242,041.00	4,366,264.76	17,440,510.69	16,801,530.31	50.93%
41000							
141	41110	MARRIAGE LICENSE	1,700.00	100.97	1,006.77	693.23	59.22%
141	41---		1,700.00	100.97	1,006.77	693.23	59.22%
43000							
141	43511	TUITION - REGULAR DAY STUDENTS	250,000.00	17,956.96	171,727.13	78,272.87	68.69%
141	43512	TUITION - ADULT EDUCATION	0.00	0.00	0.00	0.00	0.00%
141	43513	TUITION - SUMMER SCHOOL	0.00	0.00	0.00	0.00	0.00%
141	43517	TUITION - ONLINE LEARNING	5,500.00	0.00	420.00	5,080.00	7.64%
141	43542	CNTRCT FOR INSTR SVCS W/LEA'S	0.00	0.00	0.00	0.00	0.00%
141	43581	COMMUNITY SERVICE FEES-CHILDRE	1,473,679.00	206,972.35	930,644.54	543,034.46	63.15%
141	43990	OTHER CHARGES FOR SERVICES	61,000.00	21,051.97	42,995.02	18,004.98	70.48%
141	43---		1,790,179.00	245,981.28	1,145,786.69	644,392.31	64.00%
44000							
141	44110	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00%
141	44120	LEASE / RENTALS	0.00	301.00	2,532.61	-2,532.61	0.00%
141	44146	E-RATE FUNDING	0.00	0.00	0.00	0.00	0.00%
141	44160	RETIRES' INSURANCE PAYMENTS	18,000.00	-34,417.18	16,389.63	1,610.37	91.05%
141	44170	MISCELLANEOUS REFUNDS	0.00	-15,217.45	12,290.01	-12,290.01	0.00%
141	44530	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
141	44570	CONTRIBUTIONS	54,135.00	358.00	28,301.37	25,833.63	52.28%
141	44990	OTHER LOCAL REVENUES	1,000.00	15.23	216.35	783.65	21.64%
141	44---		73,135.00	-48,960.40	59,729.97	13,405.03	81.67%

Fnd Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE COLLECTIONS	YEAR-TO-DATE COLLECTIONS	UNCOLLECTED REVENUES	PERCENT COLLECTED
46000						
141	46510 TISA	45,733,085.00	4,785,695.28	28,392,257.27	17,340,827.73	62.08%
141	46511 BASIC EDUCATION PROGRAM	0.00	0.00	0.00	0.00	0.00%
141	46512 BEP ARRA	0.00	0.00	0.00	0.00	0.00%
141	46513 TISA ON-BEHALF PAYMENTS	0.00	0.00	0.00	0.00	0.00%
141	46530 ENGERY EFFICIENT SCHOOLS	0.00	0.00	0.00	0.00	0.00%
141	46550 DRIVER EDUCATION	11,000.00	0.00	0.00	11,000.00	0.00%
141	46590 OTHER STATE EDUCATION FUNDS	0.00	0.00	0.00	0.00	0.00%
141	46592 INTERNET CONNECTIVITY	0.00	0.00	0.00	0.00	0.00%
141	46596 PAID PARENTAL LEAVE	55,500.00	0.00	0.00	55,500.00	0.00%
141	46610 CAREER LADDER PROGRAM	70,686.00	37,646.45	37,646.45	33,039.55	53.26%
141	46612 EXTENDED CONTRACT	0.00	0.00	0.00	0.00	0.00%
141	46615 EXTENDED CONTRACT ARRA	0.00	0.00	0.00	0.00	0.00%
141	46690 TEST FEE	0.00	0.00	0.00	0.00	0.00%
141	46850 MIXED DRINK TAX	0.00	0.00	0.00	0.00	0.00%
141	46980 OTHER STATE GRANTS	0.00	0.00	0.00	0.00	0.00%
141	46990 OTHER STATE REVENUES	0.00	0.00	55,569.67	-55,569.67	0.00%
141	46---	45,870,271.00	4,823,341.73	28,485,473.39	17,384,797.61	62.10%
47000						
141	47143 EDUCATION OF THE HANDICAPPED A	0.00	0.00	43,483.86	-43,483.86	0.00%
141	47304 REMOTE TECHNOLOGY GRANT	0.00	0.00	0.00	0.00	0.00%
141	47590 OTHER FEDERAL THROUGH STATE	0.00	0.00	0.00	0.00	0.00%
141	47640 ROTC REIMBURSEMENT	75,000.00	13,759.58	38,068.17	36,931.83	50.76%
141	47---	75,000.00	13,759.58	81,552.03	-6,552.03	108.74%
48000						
141	48610 DONATIONS	0.00	0.00	1.36	-1.36	0.00%
141	48---	0.00	0.00	1.36	-1.36	0.00%
49000						
141	49800 OPERATING TRANSFERS	0.00	0.00	0.00	0.00	0.00%
141	49810 CITY GENERAL FUND TRANSFER	14,670,167.00	968,894.67	6,782,262.69	7,887,904.31	46.23%
141	49---	14,670,167.00	968,894.67	6,782,262.69	7,887,904.31	46.23%
Grand Revenue Totals		96,722,493.00	10,369,382.59	53,996,323.59	42,726,169.41	55.83%

Number of Accounts: 185

Fnd	Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE	YEAR-TO-DATE	OUTSTANDING	2024-25 FYTD	Percent of
			AMOUNT	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	Unencumbered Bal	Budget Remaining
141	71100	REGULAR INSTRUCTION PROGRAM	49,167,730.45	4,173,556.30	27,019,838.39	44,944.89	22,102,947.17	44.95
141	71150	ALTERNATIVE INSTRUCTION PROGRA	1,520,074.00	126,993.64	825,041.32	1,239.92	693,792.76	45.64
141	71200	SPECIAL EDUCATION PROGRAM	5,682,303.00	505,204.76	3,108,001.66	646.09	2,573,655.25	45.29
141	71300	VOCATION EDUCATION PROGRAM	2,429,958.00	214,686.55	1,325,969.83	0.00	1,103,988.17	45.43
141	71600	ADULT EDUCATION PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
141	72110	ATTENDANCE	388,696.00	27,368.54	229,680.89	0.00	159,015.11	40.91
141	72120	HEALTH SERVICES	1,110,766.00	91,856.09	565,189.10	20,321.92	525,254.98	47.29
141	72130	OTHER STUDENT SUPPORT	3,534,561.00	301,104.46	1,868,234.39	0.00	1,666,326.61	47.14
141	72210	REGULAR INSTRUCTION PROGRAM	5,248,808.58	415,277.36	3,032,303.89	43,127.04	2,173,377.65	41.41
141	72215	ALTERNATIVE INSTRUCTION PROGRA	66,293.00	5,540.52	35,238.18	0.00	31,054.82	46.84
141	72220	SPECIAL EDUCATION PROGRAM	1,221,948.00	97,508.04	602,230.31	1,135.95	618,581.74	50.62
141	72230	VOCATION EDUCATION PROGRAM	371,421.00	31,093.50	209,422.57	84,484.35	77,514.08	20.87
141	72250	TECHNOLOGY	2,540,086.50	255,581.78	1,367,694.38	17,553.88	1,154,838.24	45.46
141	72260	ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
141	72310	BOARD OF EDUCATION	1,400,669.00	90,645.33	404,259.63	6,591.30	989,818.07	70.67
141	72320	OFFICE OF THE SUPERINTENDENT	470,161.00	36,705.40	243,866.72	1,681.72	224,612.56	47.77
141	72410	OFFICE OF THE PRINCIPAL	6,726,209.00	559,355.91	3,731,658.80	0.00	2,994,550.20	44.52
141	72510	FISCAL SERVICES	689,387.54	48,849.92	351,240.96	3,544.91	334,601.67	48.54
141	72520	HUMAN RESOURCES	320,059.53	27,898.91	186,062.36	0.00	133,997.17	41.87
141	72610	OPERATION OF PLANT	5,773,158.00	506,373.91	3,052,566.17	0.00	2,720,591.83	47.12
141	72620	MAINTENANCE OF PLANT	2,270,313.28	169,886.51	1,218,734.62	67,283.22	984,295.44	43.36
141	72710	TRANSPORTATION	3,291,554.00	189.40	46,947.39	0.00	3,244,606.61	98.57
141	72810	CENTRAL AND OTHER	130,698.00	12,240.49	91,307.40	1,100.00	38,290.60	29.30
141	73300	COMMUNITY SERVICES	1,366,632.00	100,389.22	743,757.15	4,559.13	618,315.72	45.24
141	73400	EARLY CHILDHOOD EDUCATION	554,091.00	-25,166.22	257,490.30	895.45	295,705.25	53.37
141	76100	REGULAR CAPITAL OUTLAY	3,263,374.16	221,108.41	1,090,883.64	867,628.80	1,304,861.72	39.99
141	82130	PRINCIPAL	2,134,510.00	180,652.83	1,180,942.02	0.00	953,567.98	44.67
141	82230	INTEREST	139,400.00	227.58	71,741.88	0.00	67,658.12	48.54
141	99100	TRANSFERS TO OTHER FUNDS	62,739.00	0.00	5,211.35	0.00	57,527.65	91.69
Grand Expense Totals			101,875,601.04	8,175,129.14	52,865,515.30	1,166,738.57	47,843,347.17	46.96

Number of Accounts: 6495

***** End of report *****

SCHOOL BOARD AGENDA ITEM
March 3, 2025 Meeting

TOPIC: PEP – SALES TAX “Educational Facilities Trust Fund”

BACKGROUND INFORMATION:

PEP – Sales Tax Acct:

The City’s sales tax deposit received in January was \$295,176. This was for November sales and was 3.9% higher than the deposit received in January 2024. The School’s sales tax deposit received in January was \$180,653. This was for October’s sales and was 10.5% than last year. Total local option sales tax received for the year is 3.2% higher than received through January 2025.

Interest earnings for December was transferred into the account in January totaling \$4,255.

The December interest payment of \$60,931 and January interest payment of \$61,418 for the 2010 Series VII-I-1 Bond was transferred out of the account in January. The following expenditures were also transferred from the account in the month of January:

- Annual principal payment for the 2020 General Obligation bond \$1,615,000
- Semiannual interest payment for the 2020 General Obligation bond that was paid in the August 2024 \$223,275
- Second Semiannual interest payment for the 2020 General Obligation bond due \$223,275
- Annual principal payment for the 2022 General Obligation bond \$65,000
- Semiannual interest payment for the 2022 General Obligation bond \$40,625
- Bank Services charges \$352

The account had a balance January 31, 2025 of \$8,281,852.

Please feel free to call me if you have questions (434-5212).

RESPECTFULLY SUBMITTED: *Leia Valley*

PEP Sales Tax Account (Educational Facilities Trust)
January 31, 2025

	FY25 Budget	January, 2025	2nd Quarter	1st Quarter	Current Year to Date	% of Budget	Previous Year to Date
Beginning Bank Balance		\$ 10,030,713.00	\$ 8,931,201.79	\$ 7,744,987.41	\$ 7,744,987.41		\$ 6,843,433.73
Revenues							
City Sales Tax	\$ 3,342,000.00	\$ 295,176.30	\$ 873,725.52	\$ 863,140.84	\$ 2,032,042.66	60.80%	\$ 1,938,439.75
School Sales Tax	1,900,000.00	180,652.83	501,220.18	499,069.01	\$ 1,180,942.02	62.15%	\$ 1,173,950.15
ADA Adjustment	-	-	-	-	\$ -	#DIV/0!	\$ -
Washington County Payment					-		
Interest	38,000.00	4,255.15	11,487.83	10,642.82	\$ 26,385.80	69.44%	\$ 24,840.86
Total Revenues	5,280,000.00	480,084.28	1,386,433.53	1,372,852.67	3,239,370.48	61.35%	3,137,230.76
Expenditures							
2010 Series VII-I-1 Principal	1,855,000.00	-	-	-	-	0.00%	-
2010 Series VII-I-1 Interest	651,450.00	61,418.10	286,922.32	155,127.36	503,467.78	77.28%	588,456.20
2019 GO Bond Library Roof- Principal	-	-	-	-	-	#DIV/0!	-
2019 Library Roof GO Bond - Interest	-	-	-	-	-	#DIV/0!	177,108.48
2019 GO Refunding Principal	-	-	-	-	-	#DIV/0!	-
2019 GO Refunding Interest	-	-	-	-	-	#DIV/0!	-
2020 Refunding Principal	-	-	-	-	-	#DIV/0!	-
2020 GO Refunding Interest	-	-	-	-	-	#DIV/0!	-
2020 GO - Elem Additions Principal	1,615,000.00	1,615,000.00	-	-	1,615,000.00	100.00%	1,540,000.00
2020 GO - Elem Additions Interest	446,550.00	446,550.00	-	-	446,550.00	100.00%	530,571.90
2022 GO Bond - Principal	65,000.00	65,000.00	-	-	65,000.00	100.00%	60,000.00
2022 GO Bond - Interest	81,250.00	40,625.00	-	31,478.10	72,103.10	88.74%	85,107.50
Correction for FY23	-	-	-	-	-	#DIV/0!	-
Bank Services Charges	50,000.00	351.97	-	32.83	384.80	0.77%	48.27
Total Expenditures	4,764,250.00	2,228,945.07	286,922.32	186,638.29	2,702,505.68	56.72%	2,981,292.35
Total Net	\$ 515,750.00	\$ (1,748,860.79)	\$ 1,099,511.21	\$ 1,186,214.38	\$ 536,864.80		\$ 155,938.41
Ending Balance		\$ 8,281,852.21	\$ 10,030,713.00	\$ 8,931,201.79	\$ 8,281,852.21		\$ 6,999,372.14
Statement Balance		\$ 8,281,852.21		\$ 8,642,239.59			
Difference		\$ -		\$ (288,962.20)			

**SCHOOL BOARD AGENDA ITEM
MARCH 3, 2025 MEETING**

ACTION ITEM

TOPIC: 2024-2025 BUDGET AMENDMENT #3 for the following funds:
General Purpose School Fund

General Purpose School Fund:

Attached you will find the third budget amendment for the 2024-2025 budget. The Amendment reflects an increase in revenues totaling \$883,363 and an increase in appropriations totaling \$883,363, resulting in no change to fund balance. With approval, revenues budgeted for 2024-2025 would total \$97,605,856, expenditures would total \$102,758,965 and total budgeted to come from fund balance would be \$5,153,109.

Revenues

The amendment reflects an increase in revenues of \$450,017 for the TISA Outcomes funds (the portion received above what was budgeted) and \$433,346 for the TISA growth funding received to date.

Expenditures

The 24-25 budgeted appropriations have been increased \$883,363. Included is \$750,000 for Chromebooks to be replaced at Science Hill. Funds were not originally allocated in the 24-25 budget for annual Chromebook replacement. Science Hill is due for new devices in 25-26 but the purchase process needs to begin this spring to ensure devices are received and ready for students when school begins in August.

Appropriates have also been increased for two temporary positions for the remainder of the 24-25 school year to be funded with TISA Outcome funds. The positions are a Family Success Liaison for the middle schools and an additional teaching position.

The remainder of funds available from the increase in revenues budgeted has been allocated to Capital Projects.

RECOMMENDATION: I recommend approving the third budget amendment for the 2024-2025 budget as presented. If approved tonight, I will submit the amendments to the City Commission for their approval. Please feel free to call me if you have questions (434-5212).

RESPECTFULLY SUBMITTED: *Leia Valley*

**GENERAL PURPOSE SCHOOL FUND SUMMARY
2024-2025 BUDGET**

	Original Budget	Amendment #1	Amendment #2	Amendment #3	Amended Budget
REVENUES					
County Taxes/Licenses	33,503,672	736,569	0	0	34,240,241
Charges for Service	1,790,179	0	0	0	1,790,179
Other Local Revenue	29,000	0	44,135	0	73,135
State Education Funds	45,839,572	(21,301)	55,500	883,363	46,757,134
Federal Funds Through State	75,000	0	0	0	75,000
Direct Federal Funds	0	0	0	0	0
TOTAL REVENUES	81,237,423	715,268	99,635	883,363	82,935,689
EXPENDITURES					
Instruction:					
Regular Education Instruction	48,375,948	517,064	274,718	796,251	49,963,981
Alternative Instruction	1,508,095	11,979	0	0	1,520,074
Special Education Instruction	5,636,257	46,046	0	0	5,682,303
Vocational Educational Instruction	2,409,522	19,173	1,263	0	2,429,958
Total Instruction	57,929,822	594,262	275,981	796,251	59,596,316
Support Services:					
Attendance	386,448	2,248	0	0	388,696
Health Services	1,144,510	7,756	(41,500)	0	1,110,766
Student Support	3,498,580	27,294	8,687	36,668	3,571,229
Instruction Support	5,043,197	(20,361)	225,973	0	5,248,809
Alternative Support	66,259	34	0	0	66,293
Special Education Support	1,202,565	19,383	0	0	1,221,948
Vocational Education Support	369,996	1,425	0	0	371,421
Technology	2,425,190	10,328	104,569	0	2,540,087
Board of Education	1,400,669	0	0	0	1,400,669
Superintendent	467,869	2,292	0	0	470,161
Office of the Principal	6,841,071	10,364	(125,226)	0	6,726,209
Fiscal Services	682,692	5,296	1,400	0	689,388
Human Resources	310,070	8,590	1,400	0	320,060
Operation of Plant	5,755,001	18,157	0	0	5,773,158
Maintenance of Plant	2,216,329	25,501	28,483	0	2,270,313
Transportation	3,171,554	0	120,000	0	3,291,554
Public Relations	130,322	376	0	0	130,698
Total Support Services	35,112,322	118,683	323,786	36,668	35,591,459
Non-Instructional Services:					
Debt Service	2,273,910	0	0	0	2,273,910
Early Childhood Education	551,768	2,323	0	0	554,091
Community Services	1,361,733	0	4,899	0	1,366,632
Regular Capital Outlay	585,959	0	2,677,415	50,444	3,313,818
Operating Transfers	62,739	0	0	0	62,739
Total Non-Instructional Services	4,836,109	2,323	2,682,314	50,444	7,571,190
GRAND TOTAL EXPENDITURES	97,878,253	715,268	3,282,081	883,363	102,758,965
Excess (Deficiency) of Revenues and Other Sources Over (Under) Expenditures	(16,640,830)	0	(3,182,446)	0	(19,823,276)
OTHER SOURCES OF FUNDS					
School Funds	0	0	0	0	0
City Appropriation	11,626,736	0	0	0	11,626,736
Transfer from City General Fund for Transportation	3,043,431	0	0	0	3,043,431
TOTAL OTHER SOURCES OF FUNDS	14,670,167	0	0	0	14,670,167
Net Change in Fund Balance	(1,970,663)	0	(3,182,446)	0	(5,153,109)
FUND BALANCE (BEGINNING)	17,786,715	0	0	0	17,786,715
Prior Period Adjustment	0	0	0	0	0
FUND BALANCE (ENDING)	15,816,052	0	0	0	12,633,606
Final	95,907,590	715,268	99,635	883,363	97,605,856

JOHNSON CITY SCHOOLS				
2024 - 2025 Budget				
		Amended Budget	amendment	Amended Budget
		2024-2025	#3	2024-2025
	Beginning Fund Balance:			
	Designated for 3% Fund Balance	2,808,059		2,808,059
	Educare Reserves	1,173,810		1,173,810
	Undesignated	10,953,592	\$ -	10,953,592
	Designated for Inventory and Compensated Absences	160,000	\$ -	160,000
	Other Reserves/Designations	43,000	\$ -	43,000
	Designated and Undesignated Fund Balance	\$ 15,138,461	\$ -	\$ 15,138,461
	GRAND TOTAL ALL FUND BALANCE AND RESERVES	\$ 15,138,461	\$ -	\$ 15,138,461
40110	Current Property Tax - Wash Co	12,243,386		12,243,386
40110	Current Property Tax - Sullivan Co	238,036		238,036
40110	Current Property Tax - Carter Co	105,673		105,673
40120	Trustee's Collections - Prior Year	280,555		280,555
40130	Circuit Clk./Clk. & Master Coll. - Prior Yr	100,000		100,000
40140	Interest & Penalty	135,000		135,000
40150	Pick-Up Taxes	5,500		5,500
40162	Payments in Lieu of Taxes - Local Utilities	215,000		215,000
40163	Payments in Lieu of Taxes - Other	18,000		18,000
40210	Local Option Sales Tax - Wash Co	19,980,455		19,980,455
40210	Local Option Sales Tax - Sullivan Co	176,648		176,648
40210	Local Option Sales Tax - Carter Co	128,288		128,288
40270	Business Tax	517,000		517,000
40275	Mixed Drink Tax	3,500		3,500
40320	Bank Excise Tax	95,000		95,000
	Total County Taxes	\$ 34,242,041	\$ -	\$ 34,242,041
41110	Marriage Licenses	1,700		1,700
	Total Licenses and Permits	\$ 1,700	\$ -	\$ 1,700
43511	Tuition - Regular Day Students	250,000		250,000
43517	Tuition - Online Learning	5,500		5,500
43581	Tuition - EDUCARE	1,198,679		1,198,679
43581	Tuition - ECLC	275,000		275,000
43990	Other Charges for Services	21,000	-	21,000
43990	Print Shop Enterprise Account	40,000		40,000
	Total Charges for Current Services	\$ 1,790,179	\$ -	\$ 1,790,179
44160	Retirees' Insurance Payments	18,000		18,000
44570	Contributions - United Way	10,000		10,000
44570	South Side TVA Grant	25,000	-	25,000
44570	Contributions	19,135	-	19,135
44990	Other Local Revenue (STEAM 536)	1,000		1,000
	Total Other Local Revenues	\$ 73,135	\$ -	\$ 73,135
46510	Tennessee Investment in Student Achievement (TISA)	45,394,947	433,346	45,828,293
46510	TISA Outcomes	338,138	450,017	788,155
46550	Driver Education	11,000		11,000
46610	Career Ladder	70,686		70,686
46612	Career Ladder - Extended Contract	-		-
46850	Mixed Drink Tax - state moved to 40275	-		-
46590	Other State Educational Funds - State of TN Tech Readiness	-		-
46596	State Paid Parental Leave	55,500	-	55,500
	Total State Education Funds	\$ 45,870,271	\$ 883,363	\$ 46,753,634
47640	ROTC Reimbursement	75,000		75,000
	Total Direct Federal Government	\$ 75,000	\$ -	\$ 75,000
49810	City General Fund Transfer - Operations	11,626,736		11,626,736
49810	City General Fund Transfer - Transportation	3,043,431		3,043,431
	Total Other Sources	\$ 14,670,167	\$ -	\$ 14,670,167
	Total Revenues	\$ 96,722,493	\$ 883,363	\$ 97,605,856
	GRAND TOTAL REVENUES AND FUND BALANCE	\$ 111,860,954	\$ 883,363	\$ 112,744,317

JOHNSON CITY SCHOOLS					
2024 - 2025 Budget					
			Amended Budget	amendment	Amended Budget
			2024-2025	#3	2024-2025
HEALTH SERVICES					
72120	131	Medical Personnel	770,556		770,556
72120	201	Social Security	47,004		47,004
72120	204	Retirement	61,259		61,259
72120	206	Life Insurance	1,849		1,849
72120	207	Medical Insurance	118,434		118,434
72120	208	Dental Insurance	3,000		3,000
72120	212	Medicare	11,173		11,173
72120	217	Hybrid Stabilization	8,091		8,091
72120	355	Travel	500		500
72120	399	Other Contracted Services	8,000		8,000
72120	399	Other Contracted Services - Coordinated School Health	26,000		26,000
72120	413	Drugs & Medical Supplies	4,000		4,000
72120	499	Other Supplies & Materials	15,000		15,000
72120	499	Other Supplies & Materials - Coordinated School Health	28,500		28,500
72120	524	Staff Development	2,900		2,900
72120	524	Staff Development - Coordinated School Health	4,000		4,000
72120	599	Coordinated School Health	-		-
72120	735	Health Equipment	500		500
TOTAL HEALTH SERVICES			\$ 1,110,766	\$ -	\$ 1,110,766
STUDENT SUPPORT					
72130	117	Career Ladder	2,000		2,000
72130	123	Guidance Personnel	1,716,756		1,716,756
72130	161	Secretary	40,800		40,800
72130	189	Other Salaries	854,443	25,000	879,443
72130	201	Social Security	159,448	1,600	161,048
72130	204	Retirement	194,775	1,900	196,675
72130	206	Life Insurance	6,271	30	6,301
72130	207	Medical Insurance	339,348	7,224	346,572
72130	208	Dental Insurance	12,193	194	12,387
72130	212	Medicare	37,901	360	38,261
72130	217	Retirement - Hybrid Stabilization	17,887	360	18,247
72130	322	Evaluation & Testing (1-529)	30,000		30,000
72130	322	AP Testing (2-583)	105,000		105,000
72130	399	PreACT Assessment	8,000		8,000
72130	499	Other Supplies - Safe Schools	6,000		6,000
72130	499	Other Supplies & Materials - South Side TVA Grant	1,239		1,239
72130	790	Other Equipment	2,500		2,500
TOTAL OTHER STUDENT SUPPORT			\$ 3,534,561	\$ 36,668	\$ 3,571,229

JOHNSON CITY SCHOOLS					
2024 - 2025 Budget					
			Amended Budget	amendment	Amended Budget
			2024-2025	#3	2024-2025
INSTRUCTION - SUPPORT					
72210	105	Administration	770,864		770,864
72210	117	Career Ladder	7,000		7,000
72210	129	Librarians	866,234		866,234
72210	137	Educational Media Personnel	332,520		332,520
72210	161	Secretary	135,660		135,660
72210	172	Instructional Coaches	1,253,274		1,253,274
72210	189	Other Salaries and Wages - Print Shop	76,500		76,500
72210	189	Other Salaries and Wages - Teacher Leadership Academy	30,500		30,500
72210	201	Social Security	211,825		211,825
72210	204	Retirement	252,448		252,448
72210	206	Life Insurance	8,334		8,334
72210	207	Medical Insurance	371,183		371,183
72210	208	Dental Insurance	10,183		10,183
72210	211	Local Retirement	2,200		2,200
72210	212	Medicare	50,352		50,352
72210	217	Retirement - Hybrid Stabilization	6,063		6,063
72210	355	Travel	11,500		11,500
72210	355	Travel - Safe Schools	1,500		1,500
72210	355	Travel Academic Competitions - Robotics Team (5K) (16-572)	10,000		10,000
72210	399	Niswonger Class Fees (555)	5,000		5,000
72210	399	Contracted Services - Niswonger Consortium Fee (555)	15,200		15,200
72210	399	Other Contracted Services (5\$ Transact)	9,000		9,000
72210	399	Other Contracted Services-Safety Net Program (1-031)	41,000		41,000
72210	399	Other Contracted Services - Frontline	28,000		28,000
72210	399	Other Contracted Services - Bloomz	16,500		16,500
72210	399	Other Contracted Services - 504 Online System	5,000		5,000
72210	399	Other Contracted Services - Robotics Team (16-572)	1,000		1,000
72210	399	At-Risk Services (1-964)	1,000		1,000
72210	399	Random Drug Testing	16,000		16,000
72210	399	Contracted Services - RC (1-030)	2,400		2,400
72210	399	Internal Assessment Platform - Illuminate	55,000		55,000
72210	399	Other Contracted Services - Major Clarity	7,000		7,000
72210	399	Other Contracted Services	20,000		20,000
72210	399	Other Contracted Services - Safe Schools	20,000		20,000
72210	432	Library Books Media	37,288		37,288
72210	471	Software Maintenance - Destiny (Library)	15,000		15,000
72210	499	Reserved for Encumbrances	20,703		20,703
72210	499	Other Supplies & Materials	10,000		10,000
72210	499	Mclass Amplify Program (1-524)	26,000		26,000
72210	499	Other Supplies & Materials-RC (1-030)	7,700		7,700
72210	499	Other Supplies and Materials - Robotics Team (16-572)	5,000		5,000
72210	499	Shoe Fund (1-520)	25,362		25,362
72210	499	Homeless Donations	11,132		11,132
72210	499	Raptor	2,400		2,400
72210	499	Other Supplies & Materials - Special Budget Requests	1,000		1,000
72210	499	Other Supplies & Materials - Safe Schools	2,000		2,000
72210	524	Teacher Leadership Academy (537)	44,500		44,500
72210	524	In-service Staff Dev. System Wide/School Based	148,208		148,208
72210	524	Reserved for Encumbrances	501		501
72210	524	Staff Development - Coordinated School Health	1,500		1,500
72210	524	Staff Development - Safe Schools	55,000		55,000
72210	524	AP Staff Development (1-583)	10,000		10,000
72210	599	Non Revenue Producing Sports \$30K (25/5)	85,270		85,270
72210	599	Non Revenue Producing Sports - Reserved for Encumbrances	1,075		1,075
72210	599	Other Charges - Safe Schools	12,200		12,200
72210	599	Other Charges - MS Competition Fees	3,000		3,000
72210	599	Other Charges	4,000		4,000
72210	790	Non Revenue Producing Sports - Arts \$20K (15/5)	24,730		24,730
72210	790	Safety - Radios (1-964) - Elementary	5,000		5,000
72210	790	Other Equipment - Safe Schools	35,000		35,000
72210	790	Other Equipment	5,000		5,000
TOTAL INSTRUCTION SUPPORT			\$ 5,248,809	\$ -	\$ 5,248,809

JOHNSON CITY SCHOOLS					
2024 - 2025 Budget					
			Amended Budget	amendment	Amended Budget
			2024-2025	#3	2024-2025
SUPERINTENDENT					
72320	101	Superintendent	188,700		188,700
72320	161	Secretary	55,080		55,080
72320	201	Social Security	16,359		16,359
72320	204	Retirement	17,697		17,697
72320	206	Life Insurance	585		585
72320	207	Medical Insurance	32,049		32,049
72320	208	Dental Insurance	820		820
72320	212	Medicare	3,883		3,883
72320	217	Hybrid Stabilization	788		788
72320	299	Other Fringe Benefits	12,000		12,000
72320	306	Bank Charges	5,000		5,000
72320	307	Communications	60,000		60,000
72320	320	Dues & Memberships	12,000		12,000
72320	348	Postal Charges	10,000		10,000
72320	355	Travel	1,000		1,000
72320	399	Other Contracted Services	21,200		21,200
72320	435	Office Supplies	7,000		7,000
72320	524	Staff Development - Leadership Program	11,000		11,000
72320	599	Other Charges	13,000		13,000
72320	701	Administrative Equipment	2,000		2,000
TOTAL SUPERINTENDENT			\$ 470,161	\$ -	\$ 470,161
OFFICE OF THE PRINCIPAL					
72410	104	Principals	1,313,723		1,313,723
72410	117	Career Ladder	1,000		1,000
72410	119	Bookkeepers	499,800		499,800
72410	189	Data Processing Personnel	71,849		71,849
72410	139	Assistant Principals	2,043,844		2,043,844
72410	161	Secretary	1,113,840		1,113,840
72410	201	Social Security	307,564		307,564
72410	204	Retirement	382,643		382,643
72410	206	Life Insurance	12,093		12,093
72410	207	Medical Insurance	576,610		576,610
72410	208	Dental Insurance	16,028		16,028
72410	211	Local Retirement	11,138		11,138
72410	212	Medicare	73,139		73,139
72410	217	Retirement - Hybrid Stabilization Funds	205,143		205,143
72410	307	Communication	80,000		80,000
72410	320	Dues & Memberships	1,250		1,250
72410	348	Postal Charges	6,414		6,414
72410	355	Travel	2,682		2,682
72410	435	Office Supplies	6,537		6,537
72410	524	In-service/Staff Development	912		912
72410	599	Safety Grant	-		-
TOTAL OFFICE OF PRINCIPAL			\$ 6,726,209	\$ -	\$ 6,726,209
FISCAL SERVICES					
72510	105	Administration	119,260		119,260
72510	119	Bookkeepers	321,577		321,577
72510	201	Social Security	26,889		26,889
72510	204	Retirement	61,569		61,569
72510	206	Life Insurance	1,058		1,058
72510	207	Medical Insurance	48,723		48,723
72510	208	Dental Insurance	1,250		1,250
72510	211	Local Retirement	4,243		4,243
72510	212	Medicare	6,392		6,392
72510	217	Retirement - Hybrid Stabilization	27,677		27,677
72510	320	Dues & Memberships	1,500		1,500
72510	355	Travel	100		100
72510	399	Other Contracted Services	50,000		50,000
72510	411	Data Processing Supplies	4,500		4,500
72510	435	Office Supplies	4,000		4,000
72510	499	Other Supplies and Materials	2,400		2,400
72510	524	Staff Development	5,000		5,000
72510	599	Other Charges	250		250
72510	701	Administrative Equipment	3,000		3,000
TOTAL FISCAL SERVICES			\$ 689,388	\$ -	\$ 689,388

JOHNSON CITY SCHOOLS					
2024 - 2025 Budget					
			Amended Budget	amendment	Amended Budget
			2024-2025	#3	2024-2025
73400	509	Refunds	700		700
73400	524	Staff Development	2,000		2,000
73400	599	Other Charges	3,000		3,000
73400	790	Other Equipment	2,000		2,000
TOTAL EARLY CHILDHOOD EDUCATION			\$ 554,091	\$ -	\$ 554,091
CAPITAL OUTLAY					
76100	599	Summer Painting and Improvement (510)	10,000		10,000
76100	599	Non-Capital Building Improvements	60,000		60,000
76100	707	Building Improvements	190,000	50,444	240,444
76100	707	Building Improvements Special Budget Requests	727,759		727,759
76100	707	Reserved For Capital Outlay	270,810		270,810
76100	707	Reserved for Encumbrances	597,949		597,949
76100	799	Other Capital Outlay	28,000		28,000
76100	799	Other Capital Outlay Reserved for Encumbrances	1,150,856		1,150,856
76100	799	Other Capital Outlay - CSH - Mountain View Track	40,000		40,000
76100	799	Other Capital Outlay Special Budget Requests	188,000		188,000
TOTAL CAPITAL OUTLAY			\$ 3,263,374	\$ 50,444	\$ 3,313,818
DEBT SERVICE					
82130	601	Sales Tax Trust Fund	1,724,510		1,724,510
82130	601	ESG Bond Principal Payments 2017 Issue	410,000		410,000
82230	603	ESG Bond Interest Payments - 2017 Issue	139,400		139,400
TOTAL DEBT SERVICE			\$ 2,273,910	\$ -	\$ 2,273,910
99100	590	Operating Transfers (CSH, PREK, HOMELESS)	52,739		52,739
99100	590	SRO Overtime	10,000		10,000
TOTAL TRANSFERS			\$ 62,739	\$ -	\$ 62,739
TOTAL EXPENDITURES			\$ 101,875,602	\$ 883,363	\$ 102,758,965
ENDING RESERVES:					
Designated for 3% Fund Balance			2,808,059		2,808,059
Educare Reserves			1,002,236		1,002,236
Undesignated			5,972,057		5,972,057
Designated for Inventory and Compensated Absences			160,000		160,000
Other Reserves/Designations			42,999		42,999
Designated and Undesignated Fund Balance			\$ 9,985,352	\$ -	\$ 9,985,352
GRAND TOTAL EXPENDITURES AND ENDING RESERVES			\$ 111,860,954	\$ 883,363	\$ 112,744,317
OUT OF BALANCE			\$ (0)	\$ -	\$ (0)



Johnson City Board of Education Regular Meeting

February 3, 2025

The Johnson City Board of Education met in regular session on February 3, 2025, at 6:00 PM in the Board Room at the Central Office.

Attendance Taken at 6:05 PM.

Dr. Ginger Carter: Present
Mr. Tom Hager: Present
Mrs. Kathy Hall: Present
Mr. Jonathan Kinnick: Present
Mrs. Celia Martin: Present
Mr. Rick Smith: Present
Mrs. Paula Treece: Present

Present: 7.

- Student Board Representative, Akshay Vashist attended.

1. CALL TO ORDER AND OPENING

A. Call to Order and Welcome

- Mr. Jonathan Kinnick welcomed Dr. Greg Wallace, Interim Superintendent of Schools.

B. Moment of Silence

C. Pledge of allegiance to the flag

D. Opening

E. Artwork on display

F. Update on Towne Acres

2. RECOGNITIONS

3. ADOPTION OF AGENDA

- Motion to adopt the agenda. With a motion by Dr. Ginger Carter and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

4. CORRESPONDENCE, DELEGATIONS AND COMMUNICATIONS

5. REPORTS FROM SUPERINTENDENT AND STAFF

A. Building Projects Update

B. Financial Report Ending December 31, 2024

- Motion to approve the Financial Report Ending December 31, 2024 as submitted by Ms. Leia Valley. With a motion by Mrs. Kathy Hall and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

C. Update on Sales Tax - PEP

D. Internal School Audit Report

- Motion to approve the Internal School Audit Report as submitted by Ms. Leia Valley. With a motion by Mrs. Paula Treece and a second by Celia Martin, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

E. Raptor Update

- Motion to move forward and proceed with obtaining a price quote regarding the Raptor Safety Software Contract. With a motion by Dr. Ginger Carter and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

6. UNFINISHED BUSINESS

A. Interim Superintendent Contract

- Motion to approve Interim Superintendent Contract. With a motion by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

- Mr. Rick Smith amended the Motion to include a couple changes to the final contract. (The meeting to select Dr. Wallace as Interim Superintendent occurred on December 12, 2024. Also, in item 4.A lists the duties of Interim Superintendent, that is actually just the duties of Superintendent. In addition, paragraph 13, the wording: Interim Superintendent shall continue responsibility was struck, instead the Superintendent shall assume the responsibilities of the position. With a motion by Rick Smith and a second by Celia Martin, the motion passed.

Dr. Ginger Carter: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

- Motion to approve the Interim Superintendent Contract with changes by Mr. Rick Smith: (The meeting to select Dr. Wallace as Interim Superintendent occurred on December 12, 2024. Also, in item 4.A lists the duties of Interim Superintendent, that is actually just the duties of Superintendent. In addition, paragraph 13, the wording: Interim Superintendent shall continue responsibility was struck, instead the Superintendent shall assume the responsibilities of the position. With a motion by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES
Mr. Tom Hager: YES
Mrs. Kathy Hall: YES
Mr. Jonathan Kinnick: YES
Mrs. Celia Martin: YES
Mr. Rick Smith: YES
Mrs. Paula Treece: YES

YES: 7, NO: 0

- Dr. Ginger Carter made a motion to amend the salary to match Dr. Barnett's previous contract. With a lack of second the motion failed.

B. Tennessee School Board Association: Johnson City Superintendent Search (Microsoft Teams)

- Adoption of Criteria and Vacancy Announcement
- Motion to approve the Adoption of Criteria and Vacancy Announcement for Johnson City Superintendent Search with the updated changes: Superintendent's start date on or before July 1, 2025. The #1 item on the Selection Criteria: Is student focused. Deadline to apply for the position by February 24, 2025 at 11:59 pm. With a motion by Mrs. Kathy Hall and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES
 Mr. Tom Hager: YES
 Mrs. Kathy Hall: YES
 Mr. Jonathan Kinnick: YES
 Mrs. Celia Martin: YES
 Mr. Rick Smith: YES
 Mrs. Paula Treece: YES

YES: 7, NO: 0

- Mrs. Tammy Grissom, TSBA Executive Director, discussed the Interim Report. The Johnson City Board of Education conducted an online survey, and 941 responses were received.

7. CONSENT AGENDA

- Motion to approve the Consent Agenda. Dr. Ginger Carter pulled #7.E and #7.F. With a motion by Mrs. Paula Treece and a second by Mrs. Kathy Hall, the motion passed.

Dr. Ginger Carter: YES
 Mr. Tom Hager: YES
 Mrs. Kathy Hall: YES
 Mr. Jonathan Kinnick: YES
 Mrs. Celia Martin: YES
 Mr. Rick Smith: YES
 Mrs. Paula Treece: YES

YES: 7, NO: 0

- Motion to approve the #7.E: Fundraisers with the amended form from Lake Ridge to designate funds to the club account Destination Imagination. With a motion by Dr. Ginger Carter and a second by Mrs. Kathy Hall, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

- Motion to approve #7. F: Policy 1.806, Access to School Property, to include a stand-alone sentence on line five: All Advertising and Distribution on Materials in Schools must be approved by the Superintendent / Designee. With a motion by Dr. Ginger Carter and a second by Mrs. Kathy Hall, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

- Motion to approve #7. F: Policy 3.218 Service Animals in School System Facilities. With a motion by Dr. Ginger Carter and a second by Mrs. Paula Treece, the motion passed.

Dr. Ginger Carter: YES

Mr. Tom Hager: YES

Mrs. Kathy Hall: YES

Mr. Jonathan Kinnick: YES

Mrs. Celia Martin: YES

Mr. Rick Smith: YES

Mrs. Paula Treece: YES

YES: 7, NO: 0

- A. Approval of Minutes
 - B. Request to write checks over \$5,000
 - C. Request to Transfer Funds
 - D. Overnight Field Trip Requests
 - E. Proposed Fundraiser Activities
 - F. Second Reading for Policies 1.806 and 3.218
 - G. Special Courses for 2025-26: US History through Film & Holocaust Studies
8. **RECOMMENDATIONS FROM THE SUPERINTENDENT FOR ACTION**
9. **NEW BUSINESS**
- A. Current Meeting Communication Follow Up
 - Johnson City Superintendent Search
 - Thank you to the Community for 941 responses, from the Online Survey
 - Dr. Ginger Carter urged teachers to contact their legislators regarding vouchers.
10. **INFORMATION ITEMS**
- A. BOE Calendar of Events
 - B. Personnel Items
 - C. Donations
 - D. Professional Development
11. **COMMITTEE REPORTS**
12. **BOARD UPDATES AND DISCUSSION**
13. **MEETING DATES**
14. **ADJOURNMENT**
- 7:13 PM

Chairman

Board Secretary



Johnson City Board of Education Special Meeting

February 3, 2025

The Johnson City Board of Education met in Special Session on February 3, 2025, at 5:00 PM in the Board Room at the Central Office.

Attendance Taken at 5:00 PM.

Dr. Ginger Carter: Present
Mr. Tom Hager: Present
Mrs. Kathy Hall: Present
Mr. Jonathan Kinnick: Present
Mrs. Celia Martin: Present
Mr. Rick Smith: Present
Mrs. Paula Treece: Present

Present: 7.

1. CALL TO ORDER AND PURPOSE OF MEETING

A. Policy Review

1. 1.407 - School Board Record
2. 2.100 - Fiscal Management Goals and Objectives
3. 2.201 - Line-Item Transfer Authority
4. 2.300 - Comparability of Services
5. 2.401 - Gifts and Bequests to the School System
6. 2.403 - Surplus Property Sales
7. 2.404 - School Support Organizations
8. 2.600 - Commercial Crime Insurance
9. 2.700 - Accounting System
10. 2.802 - Payroll Procedures
11. 2.803 - Salary Deductions
12. 2.807 - Requisitions
13. 2.810 - Payment Procedures
14. 4.404 - Use of Copyrighted Materials
15. 4.603 - Promotion and Retention
16. 5.100 - Personnel Goals
17. 5.101 - Lines of Authority and Staff Relations
18. 5.102 - Classification and Qualifications
19. 5.104 - Equal Opportunity Employment

20. 5.105 - Recruitment of Employees
21. 5.106 - Application and Employment
22. 5.108 - Supervision
23. 5.110 - Compensation Guides & Contracts
24. 5.113 - In-Service and Professional Learning Opportunities
25. 5.114 - Personnel Records
26. 5.115 - Assignment / Transfer
27. 5.116 - Staff Positions
28. 5.118 - Background Investigations
29. 5.119 - Employment of Retirees
30. 5.202 - Separation Practices for Non-Certified Employees
31. 5.307 - Physical Assault Leave
32. 5.400 - Personnel Health Examinations / Communicable Diseases
33. 5.401 - Acquired Immune Deficiency Syndrome (AIDS)
34. 5.403 - Drug & Alcohol Testing of Employees
35. 5.501 - Employee Complaints and Grievances
36. 5.502 - Complaints About School Personnel
37. 5.607 - Non-System Employment
38. 5.609 - Use of School System Technology
39. 5.701 - Substitute Teachers
40. 5.801 - Superintendent of Schools Recruitment and Selection
41. 5.803 - Evaluation of the Superintendent of Schools
42. 5.902 - Board Collaborative Conferencing Agent
43. 2.6011 - Fundraising Activities
44. 5.1141 - Teacher Effect Data
45. 5.8001 - Employment of Non-Certified Administrative and Supervisory Personnel

2. **ADJOURNMENT**

5:31 PM

Chairman

Board Secretary

FUNDRAISER AUTHORIZATION FORM

School Woodland Elementary School
Fund/club/class account L 92001 Vending Commissions
Expected timeframe of fundraiser school year
Proposed fundraising activities Dr. Enuf machine in staff lounge
Method of fundraising (in-person, crowdfunding, etc.) in-person
Proposed uses of funds raised* to supplement needs of school at principal's discretion
Expected student involvement (school-wide or specific school organization) Faculty/Staff only
Method by which school will receive profit check from Tri-City Beverage
Requested by Brenda Sipton, Bookkeeper Date 2/17/2025
Name/Title
Approved by _____ Date _____
Principal
Approved by _____ Date _____
Director of Schools**

* Any change in proposed uses of funds raised must be approved by the Director of Schools

** The Director of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

PROPOSED FUNDRAISING ACTIVITY

School: Liberty Bell Middle School

Fund/Club/Class/Account Name: Track and Field Team

Proposed Fundraising Activity: Calendar - pick a date
and donate (March calendar)

Dates for Proposed Activity: As soon as its approved

Proposed Uses of Funds Raised: General School Athletic
Budget

Expected Student Involvement (school-wide or specific school organization):

Just Track team members

Method By Which School Will Receive Profit: Checks

Requested By: William Hunter Head Track Coach Date: 1/31/25
(Name & Title)

Approved By: [Signature] Date: 2/5/25
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

PROPOSED FUNDRAISING ACTIVITY

School: Liberty Bell Middle School

Fund/Club/Class/Account Name: General Athletics (Boys soccer)

Proposed Fundraising Activity: Donation Collection from team member's family and friends (soccer goal donation image attached)

Dates for Proposed Activity: March 1, 2025-April 30, 2025

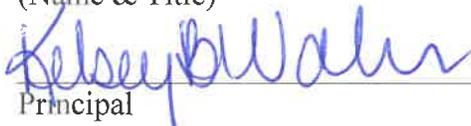
Proposed Uses of Funds Raised: JV uniforms, 8th grade night

Expected Student Involvement (school-wide or specific school organization):

Boys Soccer Team

Method By Which School Will Receive Profit: cash/check donations

Requested By: Matt Palmatier, Head Soccer Coach Date: 2/10/2025
(Name & Title)

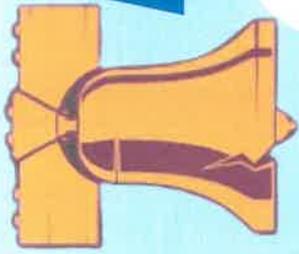
Approved By:  Date: 2/10/25
Principal

Approved By: _____ Date: _____
Superintendent*

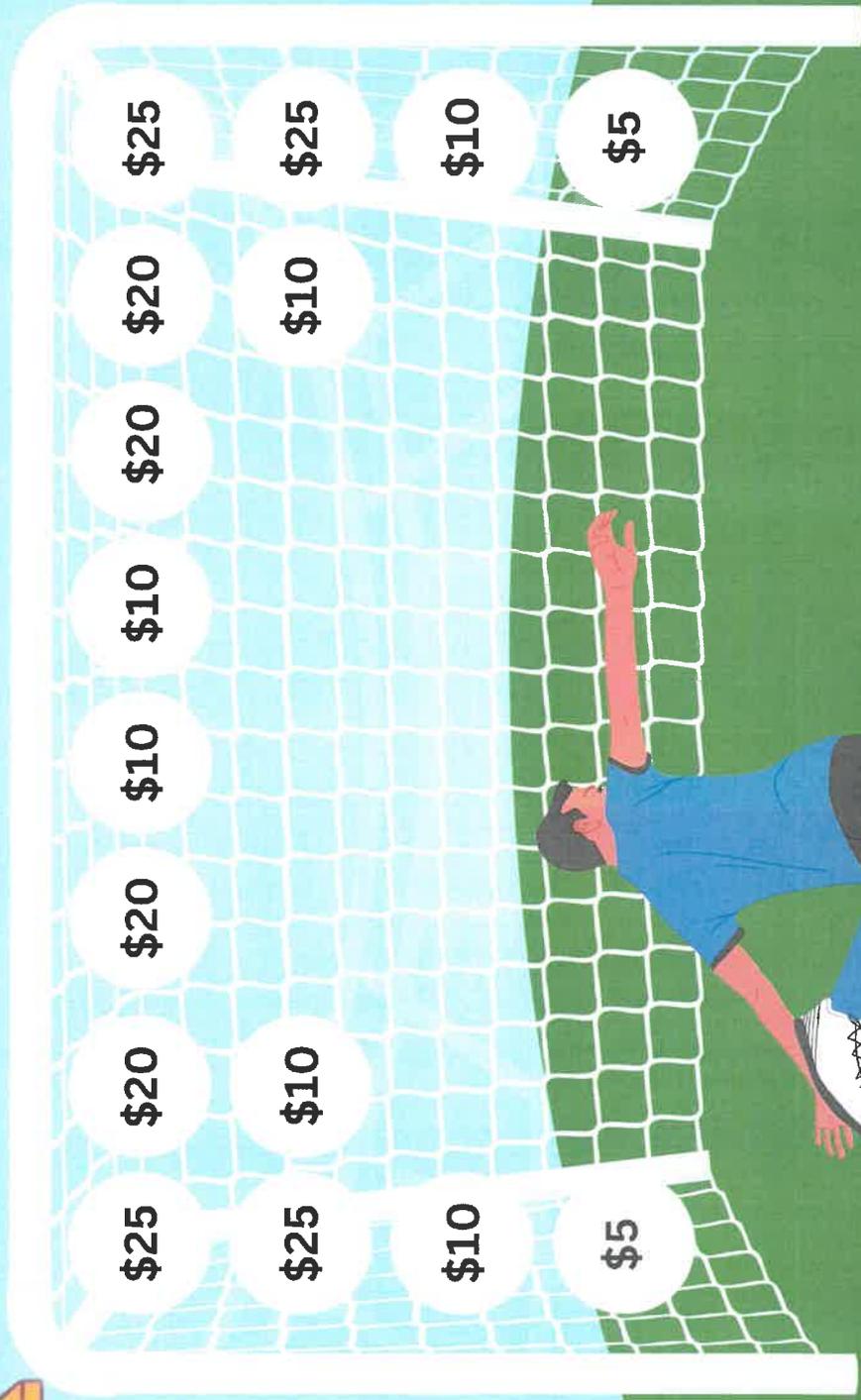
Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.



LIBERTY BELL SOCCER



\$25

\$20

\$20

\$10

\$10

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\$5

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\$20

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\$10

\$20

\$10

\$5

FUNDRAISER

SPRING 2025



CHOOSE YOUR AMOUNT

PROPOSED FUNDRAISING ACTIVITY

School: Liberty Bell Middle School

Fund/Club/Class/Account Name: Donation Account (Boys Soccer)

Proposed Fundraising Activity: Business Sponsorship Request (letter attached)

Dates for Proposed Activity: March 1, 2025-April 30, 2025

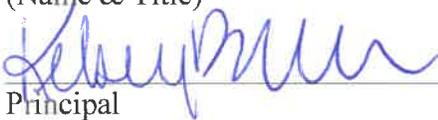
Proposed Uses of Funds Raised: 8th grade banners, 8th grade night, end of season party, other equipment and gear

Expected Student Involvement (school-wide or specific school organization):

Boys Soccer Team

Method By Which School Will Receive Profit: cash/check donations

Requested By: Matt Palmatier, Head Soccer Coach Date: 2/10/2025
(Name & Title)

Approved By:  Date: 02/10/25
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

Subject: Support Our Middle School Soccer Team – Become a Sponsor Today!

Dear Community Partners,

We are reaching out on behalf of Liberty Bell Middle School Patriots Soccer to invite you to be a valued sponsor for our upcoming season. Our student-athletes are passionate about soccer, teamwork, and sportsmanship, and with your support, we can provide them with the resources they need to have a successful season.

By becoming a sponsor, your business will gain visibility and recognition within our community while supporting youth athletics. As a sponsor, your business logo will be proudly displayed on a banner at all home games. The size of your logo will be determined by the level of your donation:

- **\$1200 or more:** Your logo will be *exclusively* featured on practice/warmup jerseys worn by the team, in addition to a prominent placement on our sponsor banner.
- **\$600 or more:** Your logo will be featured on practice/warmup jerseys worn by the team, in addition to a prominent placement on our sponsor banner.
- **\$300 - \$599:** Your logo will appear in a medium-sized placement on the sponsor banner.
- **\$150 - \$299:** Your logo will appear in a smaller placement on the sponsor banner.

Your sponsorship will directly contribute to uniforms, equipment, transportation, and other essential costs to ensure our athletes have the best experience possible. This partnership will not only enhance our soccer program but also provide great exposure for your business among students, families, and the local community.

If you are interested in becoming a sponsor, please contact us at palmatierm@jcschools.org by March 15th, 2025. We would love the opportunity to discuss how your support can make a lasting impact.

Thank you for considering this opportunity to invest in our young athletes and our community. We truly appreciate your generosity and look forward to the possibility of partnering with you.

Best regards,

Matt Palmatier

Head Coach

LBMS Patriots Soccer

palmatierm@jcschools.org

423-430-4064



**Science Hill High School
PROPOSED FUNDRAISING ACTIVITY**

Fund / Club / Class Account Name: Esports and Broadcasting / AV Production Club
L7D148

Proposed Fundraising Activity: Selling of Photos, Videos, and Graphics, and
event services for Streaming/Video Production.

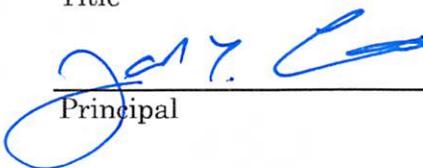
Dates for Proposed Activity: ~~24-25 School Year~~ March - May 2025

Proposed Uses of Funds Raised: Club/Class Competitions and Operations to enhance
the experience of those participating in the club/class, Funding for Club Events and other Productions

Expected Student Involvement (school-wide or specific school organization):
Various from club and A/V Production class, as well as sport or other events by SHHS

Method By Which School Will Receive Profit: Donation to the Club/Program and/or
online sales

Requested By: Micah Ridley Date: 1/31/2025
Name
Teacher - A/V Production / Club Sponsor
Title

Approved By:  Date: 1/31/25
Principal

Approved By: _____ Date: _____
Superintendent of Schools *

Approved By the Board of Education: _____
Date of Meeting **

*NOTE: The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

E-MAILED
FEB 06 2025

**Science Hill High School
PROPOSED FUNDRAISING ACTIVITY**

Fund / Club / Class Account Name: Showstoppers #70107

Proposed Fundraising Activity: Improv Team Benefit Show Performance

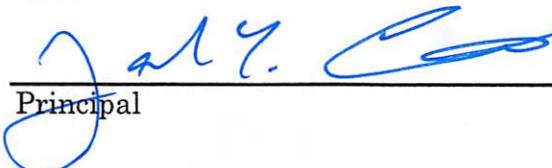
Dates for Proposed Activity: 4/17/25

Proposed Uses of Funds Raised: Charitable Donation to The River Ministry
for Women in Johnson City, TN

Expected Student Involvement (school-wide or specific school organization):
10 to 12 Showstopper Improv Team Members

Method By Which School Will Receive Profit: Ticket Sales \$10.00 per ticke

Requested By: Hunter Graybeal Date: 2/11/25
Name
Improv Director
Title

Approved By:  Date: 2/11/25
Principal

Approved By: _____ Date: _____
Superintendent of Schools *

Approved By the Board of Education: _____
Date of Meeting **

*NOTE: The Superintendent of Schools must approve all fundraising activites that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.



**Science Hill High School
PROPOSED FUNDRAISING ACTIVITY**

Fund / Club / Class Account Name: Esports and Broadcasting / AV Production Club
L70148

Proposed Fundraising Activity: Selling of Photos, Videos, and Graphics, and
event services for Streaming/Video Production.

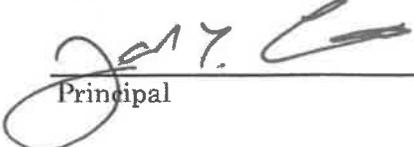
Dates for Proposed Activity: ~~24-25 School Year~~ March - May 2025

Proposed Uses of Funds Raised: Club/Class Competitions and Operations to enhance
the experience of those participating in the club/class, Funding for Club Events and other Productions

Expected Student Involvement (school-wide or specific school organization):
Various from club and A/V Production class, as well as sport or other events by SHHS

Method By Which School Will Receive Profit: Donation to the Club/Program and/or
online sales

Requested By: Micah Ridley Date: 1/31/2025
Name
Teacher - A/V Production / Club Sponsor
Title

Approved By:  Date: 1/31/25
Principal

Approved By: _____ Date: _____
Superintendent of Schools *

Approved By the Board of Education: _____
Date of Meeting **

*NOTE: The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

E-MAILED
FEB 06 2025

PROPOSED FUNDRAISING ACTIVITY

School: Indian Trail Middle School

Fund/Club/Class/Account Name: Band

Proposed Fundraising Activity: Little Caesars Pizza Kits

Dates for Proposed Activity: March 5-19

Proposed Uses of Funds Raised: instrument fittings, beginner camp

Expected Student Involvement (school-wide or specific school organization):

7th + 8th grade band members

Method By Which School Will Receive Profit: _____

Check from vendor

Requested By: Keila Brady, Band director Date: 2/21/2025
(Name & Title)

Approved By: [Signature] Date: _____
Principal

Approved By: _____ Date: _____
Superintendent*

Approved By the Board of Education: _____
(Date of Meeting)**

*The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

Science Hill High School
PROPOSED FUNDRAISING ACTIVITY

Fund / Club / Class Account Name: Future Business Leaders of America

Proposed Fundraising Activity: Students want to raise money for an organization called Micro Financing. Proposal Attached

Dates for Proposed Activity: March 24 - April 4th

Proposed Uses of Funds Raised: All donated to micro financing

Expected Student Involvement (school-wide or specific school organization):
Science Hill FBLA (Future Business Leaders of America)

Method By Which School Will Receive Profit: None

Requested By: Justin Snyder Date: 2-26-25
Name
Teacher CTE
Title

Approved By: Ch. Crain Date: 2-26-25
Principal

Approved By: _____ Date: _____
Superintendent of Schools *

Approved By the Board of Education: _____
Date of Meeting **

*NOTE: The Superintendent of Schools must approve all fundraising activities that involve the participation of the general student population in the marketing process of the fundraising effort.

**Fundraising must not occur prior to Board of Education approval.

FBLA fundraiser

FBLA would like to offer professional head shots for Science Hill students. My FBLA president has already contacted a student at Science Hill who would be willing to take the pictures. The pictures would be \$10, and all proceeds will be donated to Microfinancing Partners in Africa. This will help students have a professional profile picture on all social media accounts. It will also help the photographer advertise their business. I have also attached my FBLA president's fundraiser proposal.



Proposal for Professional Photo Day Fundraiser

Supporting MicroFinancing Partners in Africa

Overview:

Our organization is excited to host a Professional Photo Day, an event offering affordable professional headshots for individuals looking to enhance their LinkedIn profiles or resumes. This initiative aims to raise funds for MicroFinancing Partners in Africa, an organization that empowers entrepreneurs in Africa by providing microloans to help them start or grow their businesses.

Event Details:

- **What:** Professional headshots session for LinkedIn profiles or resumes.
- **When:**
- **Where:**
- **Cost:** \$ per session.

Fundraising Approach:

We will offer a professional headshot session to attendees for a nominal fee. The collected funds will directly support MicroFinancing Partners in Africa, which focuses on providing loans to individuals in Africa looking to create or expand their businesses. Every headshot taken will directly contribute to providing the capital needed for entrepreneurs in these communities to thrive.

Partnerships:

We plan to partner with a photography student or a local photographer who is willing to volunteer their time and skills in exchange for the opportunity to showcase their work. This collaboration will allow us to keep overhead costs low and pass on the maximum amount of funds raised to the charity.

Why This is Important:

Microfinancing plays a critical role in helping individuals in developing countries gain financial independence. With a small loan, an entrepreneur can purchase equipment, raw materials, or inventory to launch a business, often with lasting positive effects on their community. By funding

these loans, we can make a tangible difference in the lives of people who are working hard to build a better future for themselves and their families.

How You Can Help:

- **Attend the Event:** Book your professional headshot session. It's a simple way to improve your professional profile while supporting a meaningful cause.
- **Spread the Word:** Share this event with your friends, colleagues, and social media networks to increase our reach.
- **Volunteer:** If you are a photographer or know someone who would be willing to volunteer their time, we'd love to partner with you.

Impact:

By attending or supporting the Professional Photo Day, you're directly contributing to the growth and success of small businesses in Africa, offering opportunities for entrepreneurs to improve their livelihoods and contribute to the local economy.

Conclusion:

This event is not only about professional growth but also about making a difference in the world. Join us in supporting MicroFinancing Partners in Africa and empower entrepreneurs to realize their dreams with your small but impactful contribution.



School Request Form

Board Approval to issue Checks over \$5,000

School: Fairmont

From: Beth Baldwin

Date: 1-29-25

Check Amount: \$15,275.50

Vendor: Johnson City Schools

Reason/Purpose: January Educare Sweep

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: Lake Ridge

From: Tiffany Hibbitts

Date: 1/27/25

Check Amount: \$39,262.00

Vendor: Johnson City Schools

Reason/Purpose: January sweep for Educare and ECLC.

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: Mountain View Elementary School

From: Dr. Chelsea Lee *CL* Date: 02/14/2025

Check Amount: \$ 5,000.00 Vendor: Johnson City Schools

Reason/Purpose: We request permission to write a check for Educare
FEBRUARY sweep for \$6000.00

Check Amount: _____ Vendor: _____

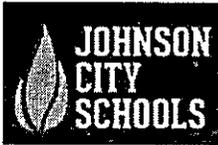
Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: North Side Elementary

From: Madison Olson, Bookkeeper Date: 11/29/25

Check Amount: 7,178.60 Vendor: Johnson City Schools

Reason/Purpose: We request approval to issue a check for January 2025 EduCare Sweep for \$7,178.60

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: South Side

From: Leah Knotts

Date: 01/27/2025

Check Amount: \$ 10,995.50 Vendor: Johnson City Schools

Reason/Purpose: Request Board Approval to Cut Educare sweep
check for January 2025 in the amount of \$10,995.50

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: Woodland Elementary School

From: Brenda Tipton, Bookkeeper

Date: 02/17/2025

Check Amount: \$ 14,596.00 Vendor: Johnson City Schools

Reason/Purpose: January 2025 ECLC Sweep

Check Amount: \$ 8,370.50 Vendor: Johnson City Schools

Reason/Purpose: January 2025 Educare Sweep

Check Amount: \$ 9,890.40 Vendor: Johnson City Schools

Reason/Purpose: January 2025 Topper Tots Sweep

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



School Request Form

Board Approval to issue Checks over \$5,000

School: SCIENCE HILL HIGH SCHOOL

From: S. MCINTURFF

Date: February 2025

Check Amount: ≈ \$13,000.00 Vendor: JC Schools

Reason/Purpose: Educare Sweep

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 (423) 434-5200 Fax: (423) 218-4968

Dr. Steve Barnett, Superintendent of Schools

Field Trip Request Form 4.302

In compliance with Johnson City School Board Policy, curriculum related field trips shall be regulated in the following manner:

Each class may participate in curriculum related field trips. There must be definite correlation between subject matter and the field trip. The timing of the two must also coincide.

This request form must be approved by the principal. Out-of-state and overnight trips must have prior approval by the director of schools. Trips which are both overnight and out-of-state must also have prior approval by the School Board.

GENERAL INFORMATION:

School Indian Trail Middle Teacher Lee Whitson
 Grade/Class/Club Participating Selected 6th grade Chorus students.
 Destination Opryland Convention Center Nashville TN
 Purpose of Trip Tennessee Treble Honor Choir / TN music Educ. Conference
 Names of Chaperones choir teacher and parents

TRANSPORTATION INFORMATION

Number of students attending 7 Date of Trip April 11-12, 2025 Day(s) of Week Friday + Saturday
 Cost per child see attach. Means of Transportation parent Transit confirmation _____
 Expected Time of Departure parent discretion Expected time of return parent discretion

CURRICULUM

- To what subject area of the curriculum does this trip relate?
Choral performance demonstrating high rigor, musical literacy, and expressive qualities in a larger, advanced ensemble.
- What are pupils expected to gain from the trip? (Be specific)
Students will gain experience by performing challenging repertoire with advanced students from TN. By participating they are gaining leadership skills.
- What follow up activities will be used to evaluate and supplement the field trip?
Students will return and share new warmups, techniques and rehearsal methods. These will be shared with their class.

APPROVAL

Teacher Lee Whitson Date 1/30/25 Principal [Signature] Date _____
 Superintendent (If required) _____ Date _____
 Nurse notified K. Moore RN Date 1/30/25 Transit notified _____ Date _____
 Cafeteria notified Jodi Fry Date _____ Permission slips sent-Date _____

Extra Questions for Overnight Field Trips:

In addition to cost per student:

Is it self-funded from student? what percentage? Student is responsible for food and lodging. The expense will vary depending on parents' choice of hotel. School paid for music (\$19 per student), audition fee (\$5 per student), and registration fee (\$75 per student) for a total of \$99 per student attending. Depending on cost of food and hotel, each student will be responsible for 60-80% of the cost. Should a student need financial assistance, chorus funds can be used.

Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility?
NO

Are any students excluded from this trip based on inability to secure funding for the trip? How many? NO

Number of students going in the group requesting the trip... Number of students total in group.

9 students were selected based on the audition. 7 are attending. One moved to another school system and one family declined the trip because of an upcoming move.



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GENERAL INFORMATION:

School Science Hill High School Teacher ISG(R) James Byington

Grade/Class/Club Participating JR DTC

Destination Drill Nationals Daytona Beach, FL

Purpose of Trip Army and All service Nationals

Names of Chaperones Ken and Helen Wright, Matt and Amber Keller, John and Tracie O'Toole, Christ: Blalock, Rachelle Bieannim, Bradley Davis

TRANSPORTATION INFORMATION

Number of students attending 9 Date of Trip 5/1-5/5 Day(s) of Week Th - Mo

Cost per child \$325 Means of Transportation Chaperone Vehicles Transit confirmation _____

Expected Time of Departure 0800 am 5/1 Expected time of return 8 pm 5/5

CURRICULUM

- To what subject area of the curriculum does this trip relate?
Drill and Ceremony
- What are pupils expected to gain from the trip? (Be specific)
Team building
Espirit de Corps
- What follow up activities will be used to evaluate and supplement the field trip?
Feedback from impartial National Judges

APPROVAL

Teacher James Byington Date 2/6/25 Principal Tim Vanthournout Date 2/10/25

Superintendent (If required) _____ Date _____

Nurse notified Michelle Jones Date 2/6/25 Transit notified _____ Date _____

Cafeteria notified _____ Date _____ Permission slips sent-Date _____

Addendum
Overnight Field Trip Request Form 4.302
(Please complete the following on an as needed basis for each request.)

What percentage of the activity is self-funded from student? 75%

Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility and, if so, what was the opportunity? Students did a winter calendar with potential to raise \$498 each

Number of Eligible Students for Field Trip 9

Number of Student Attending the Field Trip 9

What measures are in place to enable all students to participate?

SHHS JROTC Parent Support Association will supplement



JOHNSON CITY SCHOOLS

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GENERAL INFORMATION:

School SHHS Teacher LTC (Ret.) Mike Mestan

Grade/Class/Club Participating ARMY JROTC

Destination Hixson High School, 5705 Middle Valley Road, Hixson, TN 37343

Purpose of Trip ① Fri - History tour of Chickamauga National Battlefield Park
② SAT - 3rd Annual Hixson High School AFJROTC Olympics

Names of Chaperones _____

TRANSPORTATION INFORMATION

Number of students attending _____ Date of Trip 11-12 Apr 2025 Day(s) of Week Friday & Saturday

Cost per child cadet funds hotel room: ~ \$60 ea. Means of Transportation Activity Bus Transit confirmation _____

Expected Time of Departure 8:00 AM Expected time of return 8:00 PM

CURRICULUM

- To what subject area of the curriculum does this trip relate?
American Civil War History ; Individual & Team Competition.
- What are pupils expected to gain from the trip? (Be specific)
Gained self-confidence ; Stronger JROTC bonds between Cadets
- What follow up activities will be used to evaluate and supplement the field trip?

APPROVAL

Teacher Michael G. Mestan Date _____ Principal J. Vanthornout Date 2/11/2025
Superintendent (If required) _____ Date _____

Nurse notified _____ Date _____ Transit notified _____ Date _____

Cafeteria notified _____ Date _____ Permission slips sent-Date _____

Addendum
Overnight Field Trip Request Form 4.302
(Please complete the following on an as needed basis for each request.)

1. What percentage of the activity is self-funded from student?

-Cadets will be responsible for purchasing their own meals.

2. Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility and, if so, what was the opportunity?

-Last year ARMY JROTC conducted two (2) fundraisers overseen by the Parent Booster Club to build funds to offset operational program costs. Unfortunately, few Cadets showed much initiative to participate which places the cost for competitive meets and travel needs directly on the Cadets. The opportunity was a Calendar Fundraiser where Cadets enlisted people they know to help them fill out a Calendar by donating a "date" worth of money to attempt to complete the month. A second fundraiser was a by-class "Penny Wars" fundraiser where each JROTC class was encouraged during a two-three week period to collect loose change and bills from people they know to fill up a class bucket. The winning class was treated to a class pizza lunch purchased by the Parent Booster Club.

3. Number of Eligible Students for Field Trip 12

Color Guard: 4

Armed Drill Team: 2

Unarmed Drill Team: 6

4. Number of Student Attending the Field Trip 12

Color Guard: 4

Armed Drill Team: 2

Unarmed Drill Team: 6

5. What measures are in place to enable all students to participate?

-Will find out if any Cadets have financial need. If so, will ask the Parent Booster Club to offset a Cadets' incurred hotel cost IF we decide to stay overnite at reasonable cost. The Booster Club pays for all competition registration fees.

Below slide shows competition registration fees. We are finalizing numbers of Cadet participants and exploring hotel options.

HIXSON HIGH SCHOOL JROTC OLYMPICS
SPRING SEMESTER FIELD TRIP
 Friday and Saturday (11-12 April 2025)

Who: Selected ARMY JROTC drill teams not to exceed 20-seat activity bus.

What: 3rd Annual Hixson High School AFJROTC Olympics.

When (Timeline of Events):

Friday, 11 April 2025:	
0715:	Cadets arrive at Drill Hall (Old Gymnasium).
0730-0750:	Attendance and equipment checks. Load gear into bus.
0800:	Departure from SHHS via activity bus (DRIVER: LTC Mike Mestan)
~1130:	Arrive Rossville, Georgia and have lunch.
1230:	Drive to the Chickamauga and Chattanooga National Battlefield Park
1245-1630:	Visit museum and conduct abbreviated staff ride of the key points of the battle.
1700-1730:	Check into local hotel.
1800-1900:	Dinner.
1900-2300:	Free time/relax/prep uniforms for next days' competition.
2300:	Lights out.
Saturday, 12 April 2025:	
0545:	Wake up/make ready for the day.
0645:	Leave hotel- Lobby breakfast during this time.
0700:	Arrive Hixson High School and complete registration.
0730:	Attend Commander's Call and receive competition leaders' briefing.
0800:	Start of Competition.
~1400:	Awards ceremony.

Note: After awards ceremony, Cadets will change out of uniforms into travelling clothes for bus ride back to SHHS. We will stop for dinner enroute. Once we are 45-60 minutes from arrival, Cadets will telephone parents to pick them up at SHHS. Once Cadets account for and store all the equipment, Cadets will be dismissed.

Where: Hixson High School, 5705 Middle Valley Road, Hixson, TN 37343.

Why: It is good to allow the Cadets a once-a-school year overnight road trip to compete; learn U.S. military history, and bond with their teammates. This solidifies the esprit de corps in the JROTC program.

Uniform: Wear respective uniform that fits your competition team. For example, Drill and Color Guard Teams wear CLASS A dress uniform; Physical Fitness Team wears PT uniform for Raiders event; Academic Bowl Team and Air Rifle Marksmanship Team wears JROTC T-shirts and khaki pants.



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This request form must be approved by the principal. Out-of-state and overnight trips must have prior approval by the director of schools. Trips which are both overnight and out-of-state must also have prior approval by the School Board.

GENERAL INFORMATION:

School SHHS Teacher Sarah Wallingford
 Grade/Class/Club Participating SHHS Band
 Destination TMEA Conference & All-State Band Clinic - Nashville, TN
 Purpose of Trip All-State Band
 Names of Chaperones Sarah Wallingford

TRANSPORTATION INFORMATION

Number of students attending 5 Date of Trip 4/10-4/12 Day(s) of Week 3 Thurs-Sat.
 Cost per child \$100 Means of Transportation Rental Car Transit confirmation TBD
 Expected Time of Departure 4/10 8:00 am Expected time of return 4/12 6:00 P.M.

CURRICULUM

- To what subject area of the curriculum does this trip relate?
TN Music Standards - Perform
- What are pupils expected to gain from the trip? (Be specific)
Student will have the opportunity to work under renowned clinicians and part in a performance alongside other high-level players.
- What follow up activities will be used to evaluate and supplement the field trip?
Band class on Monday. Students will reflect & share exp. w/ class.

APPROVAL

Teacher Sarah Wallingford Date 2/23/25 Principal Christy Kneger Date 2/25/25
 Superintendent (If required) _____ Date _____
 Nurse notified Jessie [unclear] Date 2/24/25 Transit notified _____ Date _____
 Cafeteria notified _____ Date _____ Permission slips sent-Date _____

FAXED EMAILED

BY all DATE 2-25

Addendum

Field Trip Request Form 4.302

(Please complete the following on an as needed basis for each request.)

What percentage of the activity is self-funded from student?

30%. Student are responsible for their meals. The school system is paying for student rooms, and the band boosters are paying for the students' transportation and registration fees.

Was there a fundraising opportunity to meet the needs of the student's direct financial responsibility and, if so, what was the opportunity? No

Number of Eligible Students For Field Trip: 20, Only students that elected to audition for All-East Band were eligible for All-State Band.

Number of Student Attending the Field Trip? 5

Number of Students Who Cannot Attend Due to Inability to Pay? 0

2025 - 2026
SHHS FEES & FINES
Updated 2/19/2025

2025 - 2026			
SHHS CLASS FEES			
Department	Class Fee	Cost (USD)	Contact Person
Fine Art	AP 2-D Art & Design - Materials Fee AP Drawing - Materials Fee	\$ 25.00	Mike Austin, AP Art Teacher
Fine Art	Ceramics 1 & 2 - Materials Fee	\$ 25.00	Erik Hansen, Ceramics Teacher
Fine Art	Visual Art 1 & 2 - Materials Fee	\$ 20.00	Mike Austin, Margie Brown, or Barton Burris, Visual Art Teachers
Instrumental Music	Band - Instrument Maintenance Fee Band - Summer Band Camp	\$ 50.00 \$ 125.00	Dr. Carson Vermillion, Band Director
Instrumental Music	Orchestra - Instrument Maintenance Fee	\$ 50.00	Susan Lambert, Orchestra Director
Vocal Music	Chorus & Choir - Concert Attire Care and Cleaning Fee Chorus & Choir - Sheet Music Fee	\$ 50.00 \$ 20.00	June Oaks, Choral Director

2025 - 2026			
SHHS OTHER FEES & FINES			
Category	Fee or Fine	Cost (USD)	Contact Person
Exams	AP unused exam fee	\$ 40.00/exam	Dr. Aaron Wood, Assistant Principal
Library	Overdue books and periodicals	\$ 0.10/day up to \$ 5.00 per offense	Anne Timbs, Librarian
Library	Overdue calculators, audiobooks, and other equipment	\$ 1.00/day up to \$ 5.00 per offense	Anne Timbs, Librarian
Library	Overdue Chromebooks for day users	\$ 5.00/day up to \$ 25.00 per offense	Anne Timbs, Librarian
Library	Copies/Printing	\$ 0.10/page \$ 0.25/page in color	Anne Timbs, Librarian
Online Courses	Online course access fee	\$ 50.00/course	Wes Smith, Assistant Principal
Parking	Parking or driving violations	\$ 10.00/offense	Yecenia Cigarroa, Assistant Principal
Parking	Parking registration fee	\$ 5.00/year	Yecenia Cigarroa, Assistant Principal
Student ID	2nd replacement ID badge and each one after	\$ 5.00	Yecenia Cigarroa, Assistant Principal



JOHNSON CITY SCHOOLS
LIBERTY BELL MIDDLE SCHOOL FEE LIST
SCHOOL YEAR 2025-2026



How to pay fees:

Online: Fast and convenient. Scan the QR code below, visit LibertyBell.JCschools.org/schoolfees or simply go to the Liberty Bell Middle School website, click on "School Fees", then "Liberty Bell Miscellaneous Fees". From there you can choose the fees you wish to pay, add them to your cart and check out when you're ready. **No need to return this form if you pay online.**

Check: If using this form, please make sure that you mark the fees you wish to pay, total the amount at the bottom and write a check for the total amount and return to Liberty Bell. If you prefer to write individual checks for each fee, please feel free to do so.

Cash: Using this form, please mark the fees you wish to pay, total the amount at the bottom and return the form (with the cash) to Liberty Bell.

If you choose to pay by check or cash, please check the appropriate boxes and include this form with your payment

Student Name: _____

Grade (please circle one): 6 7 8

Class Fees: Class fees cover the cost of consumable materials such as charting paper, pencils, markers, project supplies, etc. that are used in both content and related arts classes.

- | | |
|-------------------------------------------|---------|
| <input type="checkbox"/> Class Fee | \$17.00 |
| <input type="checkbox"/> Related Arts Fee | \$8.00 |

Music Fees: One time annual fee for the music program of which your student is a member.

- | | |
|------------------------------------|---------|
| <input type="checkbox"/> Band | \$40.00 |
| <input type="checkbox"/> Chorus | \$25.00 |
| <input type="checkbox"/> Orchestra | \$35.00 |

Athletics Fee: This one time annual fee covers participation in school athletics to help offset costs of insurance. Due when your child makes a team and is good for the school year regardless of the number of teams of which the student is a member.

- | | |
|------------------------------------|---------|
| <input type="checkbox"/> Athletics | \$25.00 |
|------------------------------------|---------|

Total Fees Paid: _____



Please note: This materials list for the 25-26 SY has been compiled to serve as a guide in the selection of materials and supplies in accordance with the Johnson City Board of Education policy 6.709. Schools fees shall be waived for students who receive free or reduced-price lunches. The application for determining eligibility for free or reduced-price lunches shall be used to verify student eligibility for fee-waivers.



JOHNSON CITY SCHOOLS

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Dr. Greg Wallace, Interim Superintendent of Schools

To: Board of Education
Re: 2025-2026 Elementary School Fee List

Listed below for Board approval is the 2025-2026 Elementary School Fee List. Included is an example of the form that will be sent out by each elementary school (Fairmont).

- Necessary Materials, Supplies & Printed Materials \$25.00



BOARD OF EDUCATION

Jonathan Kinnick, Chair Paula Treece, Vice Chair Rick Smith, Secretary
Dr. Ginger Carter Thomas Hager, Jr Kathy Hall Celia Martin

The mission of the Johnson City Schools is to enable all students to achieve excellence.





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Dr. Greg Wallace, Interim Superintendent of Schools

To: Johnson City Board of Education
From: Dr. David Timbs, Supervisor of Secondary and Instructional Technology
Date: February 27, 2025
Re: Science Materials Recommendations for 2025-26

Our Textbook Adoption Committee has completed deliberations for the science materials to be recommended for adoption beginning with the 2025-26 school year. A final vote was taken from committee members on the afternoon of February 27. This vote followed several weeks of presentations from publishers, state meetings attended by our district science coaches and administrators, evaluation of potential materials by science teachers across the district, and a week of public review for community members.

Teachers completed evaluation rubrics developed by our science instructional coaches and these were reviewed by committee members approved by the Board of Education. Public reviews resulted in no additional feedback.

As noted on the attached pages, the committee members have overwhelmingly recommended state-approved science materials for adoption and purchase.

VOTING SCIENCE ADOPTION COMMITTEE MEMBERS

K-2

Anna Adams, Cherokee
Jenny Seeley, Fairmont
Terica Banks, Lake Ridge
Katie Jones, Mountain View
Jule Vermillion, North Side
Hannah Wilson, South Side
Patricia Taylor, Towne Acres
Vicki Johnson, Woodland

3-5

Sharon Wiggins, Cherokee
Brad McDannald, Fairmont
Karen Anderson, Lake Ridge
Amy Duncan, Mountain View
Luanna Rolston, North Side
Jacob Street, South Side
Erica Horton, Towne Acres
Carolyn Rose, Woodland

6-8

Averil Chaney, Indian Trail
Melissa Butler, Indian Trail
Misty Davis, Indian Trail
Kelli Pratt, Liberty Bell
Stephan Williams, Liberty Bell
Emily Stevens, Liberty Bell

9-12

Katy Baker-Smith, Science Hill
Elizabeth Bennett, Science Hill
Sarah-Beth Jernigan, Science Hill
Alex Kinder, Science Hill
Rebecca Mazoff, Science Hill



BOARD OF EDUCATION

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Report of Local Adoption of Textbooks*

This form remains in the office of the Local Director of Schools for the 6 year Adoption Period

Report for schools of Johnson City County, City, or Special District.

For the School Year 2025-26

Subject: Science

Recommendation of Local Textbook Selecting Committee

We, the duly appointed members of the Local Textbook Selecting Committee for the Subject of Science, recommend that the Johnson (County or

City) Board of Education adopt, from the State Approved List, the following textbooks to be used in the public schools of Johnson (County or

City) as approved by the law and contract:

State Approved	Waiver Approved	Technology Dependent	Grade	Author	Title	Company
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	K	MHE	Tennessee Science K	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1	MHE	Tennessee Science 1	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2	MHE	Tennessee Science 2	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3	MHE	Tennessee Science 3	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4	MHE	Tennessee Science 4	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5	MHE	Tennessee Science 5	McGraw Hill
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

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For the School Year 2025-26

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City) as approved by the law and contract:

State Approved	Waiver Approved	Technology Dependent	Grade	Author	Title	Company
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6	Miller, Padilla, Wysession	Elevate Middle Grade Science 2026 Grade 6	Savvas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7	Miller, Padilla, Wysession	Elevate Middle Grade Science 2026 Grade 7	Savvas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8	Miller, Padilla, Wysession	Elevate Middle Grade Science 2026 Grade 8	Savvas
<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"/>				

Report of Local Adoption of Textbooks*

This form remains in the office of the Local Director of Schools for the 6 year Adoption Period

Report for schools of Johnson City County, City, or Special District.

For the School Year 2015-2016

Subject: science

Recommendation of Local Textbook Selecting Committee

We, the duly appointed members of the Local Textbook Selecting Committee for the Subject of science, recommend that the Johnson City (County or

City) Board of Education adopt, from the State Approved List, the following textbooks to be used in the public schools of Johnson City (County or

City), as approved by the law and contract:

State Approved	Waiver Approved	Technology Dependent	Grade	Author	Title	Company
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9-12	Miller and Levene	Experience Biology	Savvas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9-12	Moore et al	Experience Chemistry	Savvas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9-12	Welsh	Holt's Essentials of Human Anatomy & Physiology	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9-12	Cochran et al	Experience Physics	Savvas
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9-12	McGraw Hill	Tennessee Physical Science	McGraw Hill
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9-12	Hendrix Thompson Turk	Earth and Space Science	Cengage
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				



Return by June 15 to:
Director of Content
Andrew Johnson Tower, 11th floor
710 James Robertson Parkway Nashville, TN 37243-0379

**Certification of Adoption by
Local Board of Education**

The Johnson City Board of Education approved the City, County,
or Special School District adoption of the textbooks as indicated on the attached Local Adoption Report Abstract
during the meeting of the board on March 3, 2025.

Month, Day, Year

If the LEA has chosen to adopt any materials not on contract, then we do hereby certify the following:

- The LEA's unique needs require adopting materials not on the state's official list.
- The materials adopted by this LEA were screened by a review committee, appointed in accordance with T.C.A. § 49-6-2207 and were determined to be aligned to the standards by evaluating the materials using the screening instrument approved by the Textbook and Instructional Materials Quality Commission.
- The adoption abstract, this certification of adoption, and the local panels' reviews will be posted to the LEA's website within 30 days of local board approval.
- All materials adopted by this LEA that are not on contract have been approved by waiver (if any waivers were granted, you must attach them to this form).
- The LEA agrees to furnish any materials requested by TDOE for review.

Date

Chairman, Board of Education

Date

Director of Schools



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Greg Wallace, Interim Superintendent of Schools

To: Board of Education
From: Dr. Greg Wallace, Interim Superintendent and Leia Valley, Supervisor of Finance
Re: February 20, 2025 Closure due to Inclement Weather
Date: February 20, 2025

February 19th and 20th Johnson City Schools closed for inclement weather. February 19th will be made up on April 4, 2025. A stockpile day will be used for February 20th. Johnson City Schools offices were also closed on February 20th and staff were told to stay home due to road conditions.

Because a stockpile day is being used for February 20th, 10- and 11-month hourly employees will not have the opportunity to make up the day and as a result, their pay would be shorted for one day. Also, 12-month employees would have to use a day of leave or, if no leave available, be shorted pay for one day.

Submitted for approval is to treat February 20th as a holiday for staff. This would result in 10-, 11-, and 12-month hourly staff receiving their regular pay for the day.



BOARD OF EDUCATION

Jonathan Kinnick, Chair Paula Treece, Vice Chair Rick Smith, Secretary
Dr. Ginger Carter Thomas Hager, Jr Kathy Hall Celia Martin

The mission of the Johnson City Schools is to enable all students to achieve excellence.



Amber Forbes
Supervisor of Human Resources
Johnson City Schools
100 East Maple Street – P.O. Box 1517
Johnson City, Tennessee 37601
Phone 423-459-4274 or 434-5207
e-mail: forbesa@jcschools.org

MEMORANDUM

The following teacher was previously granted tenure in 2016, and lost tenure due to an error in her medical insurance requiring us to terminate her and rehire her. Due to this, we are requesting their tenure be immediately reinstated without an additional probation period:

Amy	Duncan	Mountain View
-----	--------	---------------



Tammy L. Pearce, Ed.S.
Supervisor of Student Services

Box 1517 Johnson City, TN 37605 Phone: 423-434-5585 Fax: 423-218-0550
Email: pearcet@jcschools.org

Date: 2/18/2025
TO: Board of Education
FROM: Tuition Department
RE: Tuition Schools for 2025-2026 School Year

The tuition schools for the upcoming 2024-2025 school year will be based on a review of enrollment projections. After reviewing current enrollment numbers and projected enrollment for the upcoming year, **Science Hill High School, Indian Trail Middle School, Fairmont Elementary and Cherokee Elementary** will accept new tuition students. The application will be available on the district website beginning April 7, 2025.

The following information is only applicable to children of employees of Johnson City Schools:

If the new tuition student is the child of an employee within the school system, the new tuition student may attend the school in which the parent is an employee (TCA § 49-6-3113).

If the parent teaches at Indian Trail, the new elementary student will attend Fairmont Elementary School, which is a feeder school for Indian Trail Middle, as a new tuition student. If the parent teaches at Liberty Bell Middle, the new elementary student will attend Cherokee Elementary School, which is a feeder school for Liberty Bell Middle, as a new tuition student. If the parent teaches at Science Hill High School, the new tuition student will attend either Fairmont or Cherokee Elementary School or Liberty Bell or Indian Trail Middle School, depending upon class sizes and student enrollment numbers.



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200 Fax: (423) 218-4968
Dr. Greg Wallace, Interim Superintendent of Schools

To: Board of Education
From: Dr. Greg Wallace and Leia Valley
Re: 2025-2026 Tuition Rates
Date: February 20, 2025

We would like to recommend the tuition rates listed below for the 2025-26 school year. Rates would remain the same as the 2024-25 school year. The Out-of-State Tuition Rate is the 23-24 State and Local Funds Per Pupil Expenditure Amount (does not include Federal or School Nutrition) per the TN State Report Card for Johnson City Schools. The following pages contain statistical information on our tuition students and surrounding systems. Rates were decreased 2022-2023.

Johnson City Schools Tuition Information

<u>25-26 Tuitions Rates:</u>	<u>Full Price</u>	<u>Employee (Half Price)</u>
Carter, Sullivan and Washington Counties	\$1,200	\$600
Other Counties	\$1,700	\$850
Out-of-State	\$12,266	\$6,133

	<u>2024-2025 # of Students</u>	<u>2023-2024 # of Students</u>
Full Price Tuition – Washington County	115	99
Half Price Tuition (Employees) – Washington County	64	62
Full Price Tuition – Other Counties	73	63
Half Price tuition (Employees) – Other Counties	49	38
Total	301	262



BOARD OF EDUCATION

Jonathan Kinnick, Chair Paula Treece, Vice Chair Rick Smith, Secretary
Dr. Ginger Carter Thomas Hager, Jr Kathy Hall Celia Martin



The mission of the Johnson City Schools is to enable all students to achieve excellence.

Surrounding Systems Tuition Charges
SCHOOL YEAR

Johnson City Tuition 24-25		
Inside Washington, Carter or Sullivan County	\$	1,200.00
Inside Washington, Carter or Sullivan - Employee's Child	\$	600.00
All other Counties in Tennessee	\$	1,700.00
All other Counties in Tennessee - Employee's Child	\$	850.00
Out-of-State (State Report Card Per Pupil Expense)	\$	10,136.00

Bristol Tuition 24-25		
Sullivan County -1st Child	\$	700.00
Sullivan County -2nd Child	\$	650.00
Sullivan County -3rd Child +	\$	600.00
Out of County - 1st Child	\$	900.00
Out of County - 2nd Child	\$	850.00
Out of County - 3rd Child	\$	800.00
Out of State	\$	12,634.00
*Fairmount Elementary free for out-of-district students who live in TN		

Kingsport Tuition 24-25		
All Tennessee Counties - 1st Child	\$	1,000.00
All Tennessee Counties - 1st Child- Employee	\$	500.00
All Tennessee Counties - 2nd Child	\$	950.00
All Tennessee Counties - 2nd Child- Employee	\$	475.00
All Tennessee Counties - 3rd Child	\$	900.00
All Tennessee Counties - 3rd Child- Employee	\$	450.00
Out of State	\$	9,700.00

Elizabethton Tuition 24-25		
Carter County (K-5)	\$	800.00
Carter County (6-8)	\$	400.00
Carter County (9-12)	\$	300.00
Out of County	\$	1,600.00
Family Cap	\$	2,200.00
Full-time Employees get FREE tuition		

Greeneville Tuition 24-25		
Greene County 1st Child	\$	1,270.00
Greene County 2nd Child	\$	1,220.00
Greene County 3rd Child +	\$	1,170.00
Out of County - 1st Child	\$	1,865.00
Out of County - 2nd Child	\$	1,815.00
Out of County - 3rd Child +	\$	1,765.00

Johnson City Schools
Tuition Student Summary FY 2024-25

Number of <u>Existing</u> Tuition Students	200
Number of <u>New</u> Tuition Students	101
Grand Total of Tuition Students Accepted into Various Johnson City Schools	301

Number of Tuition Students - <u>Not Employees</u>	188
Number of Tuition Students - <u>Employees</u>	113
Grand Total of Tuition Students Accepted into Various Johnson City Schools	301

Location Summary:

Tuition Students from <u>Washington County</u>	179
Tuition Students from <u>other counties</u>	122
Grand Total of Tuition Students Accepted into Various Johnson City Schools	301

Employee Summary:

<u>Existing</u> Tuition Students with Parents Employed by Johnson City	87
<u>New</u> Tuition Students with Parents Employed by Johnson City	26
Tuition Students with Parents Employed Full Time by City of Johnson City	113

Tuition students from <u>Washington County - Employees</u>	64
Tuition students from <u>other counties - Employees</u>	49
Tuition Students with Parents Employed Full Time by City of Johnson City	113

Fee Summary:

<u>Existing</u> Tuition Students	\$ 189,586.81
<u>New</u> Tuition Students	\$ 106,121.29
Total Tuition Fees Expected to be Collected	\$ 295,708.10

Fees to be Collected from <u>Employees</u> of City of Johnson City	\$ 76,191.00
Fees to be Collected from <u>Non-Employees</u>	\$ 219,517.10
Total Tuition Fees Expected to be Collected	\$ 295,708.10

**Johnson City Schools
Tuition Student Summary FY 2024-25**

**Washington County Tuition Students
Number of Students by City**

Washington County

Erwin	1
Gray	25
Johnson City	66
Jonesborough	77
Limestone	2
Telford	<u>8</u>

Total Washington County Students

179

Johnson City Schools
Tuition Student Summary FY 2024-25

Students Outside Washington County
Number of Students by County and City

Sullivan County		
Blountville	6	
Bluff City	2	
Bristol	1	
Kingsport	18	
Piney Flats	36	
		63
Carter County		
Elizabethton	9	
Hampton	2	
Johnson City	30	
Watauga	2	
		43
Greene County		
Greeneville	1	
Limestone	1	
		2
Hawkins		
Church Hill	1	
Mt Carmel	3	
Mt Carmel	1	
		5
Unicoi County		
Erwin	1	
Johnson City	2	
Unicoi	5	
		8
Out of State		
Fort Blackmore, Virginia	1	
		1
Total Students Outside Washington County		122

Johnson City Schools
Tuition Student Summary FY 2024-25

Tuition Students FY 2024-25 by School

School	Existing Students	New Students	Total
Science Hill	90	40	130
Liberty Bell	28	19	47
Indian Trail	15	10	25
North Side	4	2	6
Lake Ridge	6	2	8
South Side	7	4	11
Mountain View	2	1	3
Fairmont	14	3	17
Woodland	15	7	22
Towne Acres	13	1	14
Cherokee	6	12	18
Totals	200	101	301

Tuition Students FY 2024-25 by Grade Level

Grade Level	Existing Students	New Students	Total
K	4	16	20
1	9	4	13
2	14	2	16
3	13	3	16
4	15	1	16
5	12	6	18
6	11	18	29
7	16	6	22
8	16	5	21
9	19	14	33
10	20	6	26
11	31	11	42
12	20	9	29
Totals	200	101	301

Johnson City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: School Board Records	Descriptor Code: 1.407	Issued Date: 01/05/24
		Rescinds: 1.407	Issued: 01/03/22

1 The Superintendent of Schools shall maintain all school system records required by law, regulation and
2 Board policy. Any citizen of Tennessee, state official or other authorized person shall be permitted, upon
3 written request, at a reasonable time, to inspect all records maintained by the school system unless
4 otherwise prohibited by law, regulation or board policy. A person who has the right to inspect a record
5 may request in writing and receive copies of the documents subject to the payment of reasonable
6 cost.^{1,2,3,4}

7 No records pertaining to individual students will be released for inspection by the public or any
8 unauthorized persons. In addition, information, records and plans related to security and safety will not
9 be released for public inspection.⁵

10 All requests to inspect or receive copies of records shall be submitted to the Human Resources
11 Department, the system's public records request coordinator and records custodian.⁶

12 Prior to producing any record, the records custodian shall ensure confidential information is redacted.
13 Original documents shall remain intact and confidential information in copies produced for a requestor
14 shall be redacted. The Superintendent of Schools shall develop a procedure to redact confidential
15 information.

16 **REQUESTS FOR INSPECTION²**

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 system's public records request coordinator during
19 normal business hours. Requests may be made in person, in writing, **by telephone, fax, mail**, or by
20 electronic mail (email). The coordinator shall submit the information to the appropriate records
21 custodian. The records custodian will contact the citizen and indicate when the records will be available
22 to 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.

27 **REQUESTS FOR COPIES²**

28 Citizens requesting copies of public records shall complete and submit the Records Request Form and a
29 government issued photo identification card with the citizen's address to the district's public records
30 request coordinator during normal business hours. The coordinator shall submit the Records Request
31 Form to the appropriate records custodian.

1 The records custodian shall provide an estimate of the reasonable costs to produce the requested records.
2 The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable
3 Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to determine the
4 reasonable cost.

5 The records custodian will provide the citizen with an invoice detailing the charges. The citizen shall
6 pay the estimated reasonable costs by cash or check prior to the district producing the copies.

7 If the records cannot be made available within seven (7) business days, the records custodian shall
8 provide a records production letter indicating the time needed to complete the request.

9 If the request for copies is denied, ~~the records~~ the records custodian shall provide the citizen with a
10 records request denial letter detailing the basis for the denial.

11 **FREQUENT AND MULTIPLE REQUESTS**

12 When the total number of requests for copies made by a requestor within a calendar month exceeds
13 four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to
14 produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be
15 notified of this policy and provided with a Notice of Aggregation of Multiple Requestors form. The
16 Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable
17 Charges found at <https://www.comptroller.tn.gov/openrecords/forms.asp> shall be used to determine the
18 reasonable cost. Further, the names of persons inspecting records and the date of inspection shall be
19 recorded.

20 **DENYING REQUESTS FOR NONCOMPLIANCE⁷**

21 *Requests to Inspect a Public Record*

22 The system shall deny a request to inspect a public record from any citizen that has:

- 23 a. Made two (2) or more requests to view a public record within a six-month period; and
24
25 b. For each request failed to view the record within fifteen (15) business days of receiving
26 notification that the record was available.

27 Requests from this citizen shall be denied for up to six (6) months from the date of the second records
28 request. The district's public records request coordinator may waive this denial if they determine that
29 failure to view the record was for good cause.

30 *Requests for Copies of Public Records*

31 The system shall deny a request for copies of a public record from any citizen that has:

- 32 a. Been provided with an estimate of the reasonable cost to produce the requested records;
33 b. Agrees to pay such estimated reasonable cost prior to production of the records; and
34 c. Fails to pay the actual cost after the records have been produced.

1 Additional requests from this citizen shall be denied until the original cost is paid.

2 **RECORDS RETENTION**

3 The Superintendent of Schools and/or their designee(s) shall retain and dispose of school system
4 records in accordance with the following guidelines:^{2,4}

- 5 1. The Superintendent of Schools and/or their designee(s) will determine if a particular record is of
6 permanent or temporary value in accordance with regulations promulgated by County Public
7 Records Commission and the Tennessee Institute for Public Services records manual;^{8,9}
- 8 2. Temporary value records which have been kept beyond the required time may be recommended
9 to the Public Records Commission for destruction;^{10,11}
- 10 3. The records that the State Librarian and Archivist desire to preserve in their facilities will be
11 transferred to the State Library and Archives. The temporary value records rejected by the State
12 Library and Archives may be transferred to another institution or destroyed;^{10,11,12}
- 13 4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the
14 Superintendent of Schools desires to destroy the original permanent record, these records must
15 be reproduced by microfilming or some other permanent reproduction method. Permission to
16 destroy any original permanent record after microfilming follows the same procedure noted
17 above for temporary records;^{9,11} and
- 18 5. The Superintendent of Schools shall establish procedures to safeguard against the unlawful
19 destruction, removal or loss of records.¹³

20 **DISTRICT PUBLIC RECORDS REQUEST COORDINATOR¹⁴**

21 Name: Amber Forbes

22 Title: Supervisor of Human Resources

23 Contact Information: 423-549-4274 **232-5384**; forbesa@jcschools.org hr-info@jcschools.org

Legal References

1. TCA 49-2-301(b)(1)(Z)
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>; TCA 10-7-503(a)(1)(B),(C)
7. TCA 10-7-503(a)(7)(A)(vii)
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)(1)(D)

Cross References

Financial Reports and Records 2.701
Personnel Records 5.114
Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Fiscal Management Goals and Objectives	Descriptor Code: 2.100	Issued Date: 06/04/24
		Rescinds: 2.100	Issued: 04/03/23

1 The Board of Education shall practice sound fiscal management procedures which guarantee maximum
2 use of all resources provided.¹

3
4 In fiscal management, the Board seeks to achieve the following goals:

- 5 1. To engage in advance planning, with broad-based staff and community involvement;
- 6
- 7 2. To establish levels of funding which will provide quality education for the system's students;
- 8
- 9 3. To use the available techniques for budget development and management;
- 10
- 11 4. To provide timely and appropriate information to all staff with fiscal management
- 12 responsibilities; and,
- 13

14 To establish efficient procedures for accounting, reporting, purchasing and delivery, payroll, payment
15 of vendors and contractors, and all other areas of fiscal management.

16 RESERVE FUNDS

17 The Board recognizes the need to maintain an operating reserve in the General Purpose School fund
18 for the following purposes:

- 19 • Hold adequate working capital to meet cash flow needs during the fiscal year
- 20 • Reduce the need for short term borrowing
- 21 • Serve as a safeguard for unanticipated expenses
- 22 • Show fiscal responsibility to maintain a high credit rating which will help reduce future
- 23 borrowing costs
- 24

25 The Board of Education shall place emphasis on maintaining an unrestricted fund balance in the
26 General Purpose School Fund to an amount equal to approximately 16 percent of the General Fund
27 Operating budget expenditures. This represents approximately two (2) months of operating
28 expenditures.

29
30 At the close of each budget year any excess of revenues over expenditures that will increase the
31 cumulative unrestricted fund balance above the established target amount will be recorded as a

- 1 restricted reserve account available for appropriation by the Board of Education for one-time
- 2 expenditures.

Legal References

1. [Internal School Funds Manual, Section 3-1](#)

Cross References

School District Goals 1.700

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Line-Item Transfer Authority	Descriptor Code: 2.201	Issued Date: 04/13/20
		Rescinds: 2.201	Issued: 02/04/02

- 1 Line-item transfers within major categories shall be made upon the recommendation of the Director of
- 2 Finance and approved by the Superintendent of Schools with information provided to the Board **of**
- 3 **Education** in the monthly financial report.
- 4 Transfers between major budget categories shall be made with the approval of the Board ~~of Education~~
- 5 and notification of the City Commission.¹
- 6 Monies provided by the city for educational purposes shall be under the direct control of the Board
- 7 which shall designate the expenditure of such funds.

Legal Reference:

1. OP Tenn. Atty. Gen. 83-464 (Oct 26, 1983);
Bandy v. State ex. rel. Sullivan County Board;
186 TN 11, 207 S. W. 2d 1011 (1948)

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Comparability of Services	Descriptor Code: 2.300	Issued Date: 04/06/15
		Rescinds: 2.300	Issued: 07/01/00

- 1 In order to ensure comparability of services¹ from local and state funds in all of its schools, the Board
2 **of Education** shall ensure that:
- 3
- 4 1. A system-wide salary schedule is adopted annually;
 - 5
 - 6 2. Teachers, principals, and support personnel are assigned to schools on an equivalent
7 basis according to grade levels and need; and
 - 8
 - 9 3. Curriculum materials and instructional supplies are provided to schools on an
10 equivalent basis according to grade levels and need.

Legal References

1. TCA 49-3-353

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Gifts and Bequests to the School System	Descriptor Code: 2.401	Issued Date: 04/03/23
		Rescinds: 2.401	Issued: 04/04/19

1 The Board **of Education** shall establish and or identify a non-profit corporation to be known as the
2 Johnson City Schools Foundation, Inc. to receive and administer private grants, gifts, bequests and
3 endorsements for student aid, scholarships and other purposes.¹

4 The Board shall request that gifts which are not available for immediate school use be made to the
5 Johnson City **Public** Schools Foundation, Inc., which will use them for the designated purpose.

6 The Board shall request that the Johnson City **Public** Schools Foundation, Inc. manage its funds ~~with~~
7 ~~limited risk~~ **actively and responsibly**, and that gifts in a form other than cash shall be converted to
8 cash in a reasonable time and manner, unless it is to be held in kind for a designated period or for a
9 designated reason.

10 The Board shall request that the Foundation provide a financial report to the Board annually no later
11 than May 30. The report shall include information on grants awarded and contributions received.

12 Gifts of money, property, or securities immediately usable in the schools which may serve to enhance
13 and extend the work of the schools may be received by the system.

14 The system shall not be obligated to accept gifts.

15 It shall be the general policy of the system to direct those who desire to make contributions to consider
16 equipment or services that are not likely to be acquired from public fund expenditures.

17 The following guidelines will apply to gifts to the system:

- 18 1. Equipment contributed to the schools becomes the property of the system and is subject to the
19 same controls and regulations that govern the use of other school-owned property.
20
- 21 2. Contributions of equipment or services that may involve major costs for installation or
22 maintenance, or initial or continuing financial commitments from school funds, shall be
23 presented by the Superintendent of Schools' office for Board consideration and approval.
24
- 25 3. The purchases of equipment on a matching fund basis, (part of cost provided by an individual
26 or organization and part by the Board of ~~Education~~ from public funds) may be allowed.
27
- 28 4. Individuals or organizations desiring to contribute supplies or equipment will be encouraged to
29 counsel with school officials regarding the acceptability of such contributions in advance of the
30 solicitation of funds or the making of budgetary appropriations.
31

- 1 5. A list of supplies and equipment contributed primarily for school use shall be reported to the
- 2 Board by the Superintendent of Schools' office at least annually.
- 3 6. The Board shall not be obligated to accept property which is subject to any charge or
- 4 encumbrance.

Legal References

1. TCA 49-6-2006(a)

Cross References

Staff Conflicts of Interest 5.601
Staff Gifts and Solicitations 5.605
Gifts 6.710

Johnson City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Surplus Property Sales	Descriptor Code: 2.403	Issued Date: 04/03/23
		Rescinds: 2.403	Issued: 04/04/22

1 The Superintendent of Schools shall prepare a list of unusable items for Board **of Education** approval.¹
2 The list shall contain the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general
4 circulation at least seven (7) days prior to the sale. Additional forms of advertising may also be utilized.

5 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be
6 disposed of without the necessity of bids. In order for such disposal without bids, the Superintendent of
7 Schools and the Board Chair shall agree in written form that the property is of no value or is of less value
8 than five hundred dollars (\$500).²

9 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the
10 Board shall approve other methods of disposal.³

11 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall
12 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

13 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS⁴**

14 When equipment that was purchased with federal dollars is no longer needed for the original project or
15 program or for other activities currently or previously supported by a federal agency, disposition of the
16 equipment shall be made as follows:

- 17 1. Items of equipment with a current per-unit fair market value of less than \$5,000 may be
18 retained, sold, or otherwise disposed of with no further obligation to the awarding agency; or
19
20 2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained
21 or sold, and the awarding agency shall have a right to an amount calculated by multiplying the
22 current market value or proceeds from sale by the awarding agency's share of the equipment.
23

Legal References

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007
3. TCA 12-2-403(a)
4. 2 CFR § 200.313

Cross References

- Duties of Officers 1.201
- Inventories 2.702
- Textbooks 4.401

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: School Support Organizations	Descriptor Code: 2.404	Issued Date: 05/07/24
		Rescinds: 2.404	Issued: 04/13/20

1 Only a group or organization that has entered into a written cooperative agreement with the Board of
2 Education may use the name, mascot or logo of a school or the school district to solicit or raise money,
3 materials, property, securities, services, or other things of value.¹

4 A civic organization operating concessions or parking at school-sponsored events is not a school
5 support organization subject to this policy.

6 **REPORTING AND RECORDS**

7 The Superintendent of Schools ~~or~~/designee shall annually post a list of organizations that are
8 recognized as school support organizations on the school district's web site.

9 Any forms, annual reports, or financial statements submitted shall be open to public inspection as a
10 public record.

11 **PROCEDURES**

12 The Superintendent **of Schools** shall create procedures to oversee the relationship between the Board
13 and any school support organization. These procedures shall include, at a minimum, the following:

14 1. Any agreement between the Board and a school support organization shall be in writing and
15 signed by the Superintendent of Schools or designee and an authorized agent of the school
16 support organization seeking authorization. This agreement shall contain, at a minimum, the
17 following provisions:

18 a. An agreement to abide by any policies and procedures regarding school support
19 organizations;

20 b. An agreement to indemnify the Board, the Superintendent and all other agents of the
21 local education agency for the actions of the school support organization; and

22 c. An agreement to maintain an adequate comprehensive liability insurance policy that
23 names the Johnson City School System as an additional insured.

24 2. Prior to entering into any agreement, a school support organization shall submit the following
25 to the Superintendent of Schools or designee:

26

- 1 a. Documentation confirming the school support organization's status as a nonprofit
2 organization, foundation, or a chartered member of a nonprofit organization or
3 foundation;
- 4 b. A written statement of the goals and objectives of the group or organization;
- 5 c. The principal contact telephone and address, as well as the telephone number, address,
6 and position of each officer of the group or organization; and,
- 7 d. A copy of the school support organization's written policy specifying reasonable
8 procedures for accounting, controlling, and safeguarding any money, materials,
9 property, securities, services, or other things of value collected or disbursed by it.
- 10 3. The Superintendent shall designate a date prior to the beginning of the regular school year for
11 the school support organization to submit a form to the Superintendent **of Schools** ~~or the~~
12 ~~Superintendent's~~ /designee which verifies the information previously provided by the school
13 support organization is correct or, if the information is no longer correct, that date shall be the
14 deadline for any corrections.
- 15 4. The school support organization will participate in annual training on all Federal, State and
16 local laws, ordinances, regulations, and Board policies regarding the operation of the
17 organization.
- 18 5. The school support organization shall abide by all applicable Federal, State and local laws,
19 ordinances, regulations and Board of Education policies in its activities.
- 20 6. The school support organization shall maintain a copy of its charter, bylaws, minutes, and
21 documentation of its recognition as a nonprofit organization.
- 22 7. The school support organization shall maintain financial records for a period of at least four (4)
23 years.
- 24 8. The school support organization shall operate within the applicable standards and guidelines set
25 by a related state association, if applicable, and shall not promote, encourage or acquiesce in
26 any violation of student or team eligibility requirements, conduct codes or sportsmanship
27 standards.
- 28 9. The school support organization's officers shall ensure that school support organization funds
29 are safeguarded and are spent only for purposes related to the stated goals and objectives of the
30 organization.
- 31 10. The school support organization shall obtain the approval of the Superintendent **of Schools** ~~or~~
32 ~~the Superintendent's~~ /designee before undertaking any fundraising activity. The Superintendent
33 or the Superintendent's designee shall consider, at a minimum, the following when approving
34 or denying a request by a school support organization to engage in a fundraising activity:

- 1 a. Whether the fundraising activity, as scheduled, conflicts with the fundraising activity of
2 the school district or an individual school within that district; and,
- 3 b. Whether the fundraising activity is consistent with the goals and mission of the school
4 or school district.
- 5 11. The school support organization shall provide access to all books, records, and bank account
6 information for the school support organization to officials of the local school board, local
7 school principal, or auditors of the office of the comptroller of the treasury upon request. In
8 order for the Board of Education, including any school, to accept monetary contributions in an
9 amount greater than \$15,000 per year from a school support organization the organization must
10 conduct a full financial review of all books and records relating to finances once each year by a
11 public accountant or public accounting firm or a committee of members versed in accounting
12 procedures and supply a financial statement to the Board and to their members. Such auditors
13 or committee members may not be related to the treasurer of the school support organization;
- 14 12. A school representative cannot act as a treasurer or bookkeeper for a school support
15 organization or be a signatory on the checks for a school support organization. A majority of
16 the voting members of any school support organization board should not be composed of
17 school representatives.
- 18 13. The school support organization must clearly indicate that any activity undertaken by such
19 organization is not sponsored by the School System or any school and supervise any
20 organization activity.

21 The Superintendent of Schools may enact procedures to suspend or revoke the authorization of any
22 school support organization for a failure to abide by the policies and procedures regarding school
23 support organizations.

24 **OPERATION OF A SCHOOL BOOKSTORE**

25 The principal of a school may enter into an agreement with a recognized school support organization
26 for the operation of a bookstore located on school grounds, which makes direct sales to students and
27 faculty, pursuant to procedures promulgated by the Superintendent of Schools. These procedures shall
28 provide, at a minimum, the following:

- 29 1. One hundred percent (100%) of the profits of the operation of the bookstore are used for
30 support of the school; and
- 31 2. The school support organization provides the school with the relevant collection documentation
32 that would have been required pursuant to the provisions of the manual produced under TCA
33 49-2-110 for student activity funds.
- 34

35 The Superintendent may provide such other procedures and forms as he deems necessary.

1 CONCESSIONS AND PARKING

2 The principal of a school may agree to allow an authorized school support organization to operate and
3 collect money for a concession stand or parking at a related school academic, arts, athletic, or social
4 event on school property without the prior approval of the Superintendent **of Schools** ~~or~~
5 ~~Superintendent's~~ /designee. Any money payable to the school pursuant to the agreement with the
6 principal will be considered school support group funds and not student activity funds if the school
7 support organization provides the school with the relevant collection documentation required by the
8 student activity funds manual produced by the State.

9 Contracts Between the Board of Education and school support organization

- 10 1. A school support organization may contract with the **School** System to fund curriculum-based
11 classes. These classes may be scheduled during such times at the Superintendent deems
12 appropriate for student benefit. Such classes may not be a replacement for services currently
13 provided by any school employee. Such classes can be scheduled during normal school hours
14 for activities that are not available after school, are not funded by the System's budget and are
15 an enhancement to current programs. Funds for such classes must be paid to the System and
16 must be in an amount sufficient to cover salaries for staffing and any other needs related to the
17 class. The school support organization that funds such classes will be allowed to have a
18 representative participate in the hiring of any staff needed for the class and will be allowed to
19 participate in the design of curriculum, if necessary. Any staff hired pursuant to this provision
20 will be subject to the same policies and procedures as other similarly situated staff.
21
- 22 2. The school support organization may contract with professional individuals through personal
23 services contracts approved by the Superintendent of Schools for the staff hired to provide
24 enhancement. The Board will not be responsible for the compensation of any staff or the
25 payment of any sums under such personal services contracts and the Superintendent of Schools
26 will have final authority to terminate such personal services contracts.

Legal References

1. [TCA 49-2-601, et seq](#)

Cross References

Use of Copyrighted Materials, Mascots and
Logos 4.404

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Commercial Crime Insurance	Descriptor Code: 2.600	Issued Date: 05/07/24
		Rescinds: 2.600	Issued: 02/05/07

- 1 Johnson City School sSystem employees with direct access or signature authority to available school
- 2 system funds shall be covered by a Commercial Crime Insurance Policy purchased by the
- 3 system.¹ Coverage shall be for a minimum of \$200,000.

Legal References:

1. [TCA 8-19-101, 102, 103](#); [TCA 49-2-110\(a\)\(1\)](#)

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Accounting System	Descriptor Code: 2.700	Issued Date: 05/07/24
		Rescinds: 2.700	Issued: 04/03/23

1 CENTRAL OFFICE

2 The Superintendent of Schools shall maintain a system of accounting, arranged according to the
3 regulations prescribed by the Commissioner of Education, which provide a detailed and accurate
4 account of all receipts and disbursements of the schools.¹

5 GENERAL FUNDS

6 Through appropriations by the City **of Johnson City** Commission, the school system annually receives
7 budgeted funds for operation purposes. Those funds shall be accounted for in accordance with the City
8 of Johnson City Finance Department Regulations and in accordance with the State of Tennessee
9 finance accounting codes. The Annual Public School Financial Report shall be filed and certified in
10 accordance with Department of Education regulations and submitted to the State.

11 All school accounts shall be audited on an annual basis by an independent auditor selected by the City
12 **of Johnson City**. The auditor shall be required to provide to the Board of Education a detailed
13 breakdown of audit adjustments.

14
15 When administering the budget, the Superintendent of Schools shall strive to hold expenditures within
16 the budgeted amounts thus making the actual financial report comply as much as possible with the
17 budget which was approved by the Johnson City Board of Education. The total budgeted amount shall
18 not be exceeded without the approval of an amended budget by the Board and the City **of Johnson**
19 **City** Commission. The undesignated fund balance cannot be expended without prior approval of the
20 Board.

21 FEDERAL FUNDS

22 Each individual federal fund will have a supervisor appointed by the Superintendent of Schools. That
23 supervisor will be responsible for assuring that the fund is administered according to the following:

- 24 1. Fund application as approved;
- 25 2. Purchasing procedures of the Johnson City School System;
- 26 3. Expense accounts not exceeding the federal funds budgeted;
- 27 4. The Federal Government Educational Department of General Administrative Regulations; and
- 28 5. Year-end completion reports completed accurately and submitted in a timely manner.

29 INTERNAL ACTIVITY FUNDS

30 The Board authorizes each respective school under its jurisdiction to receive activity and other internal
31 funds, such as athletic ticket money, school lunch funds and school class funds.²

- 1 The Board shall hold each principal responsible for the management of all internal accounts under his
- 2 jurisdiction in accordance with the *Internal School Funds Manual*.²
- 3

Legal References

1. [TCA 49-2-301\(b\)\(1\)\(D\); TCA 49-3-316\(a\)\(1\)](#)
2. [TCA 49-2-110\(a\)](#)
3. [TCA 49-2-110\(d\)](#)

Cross References

- Expenditure of Funds 2.800
Petty Cash Accounts 2.801
Student Activity Funds Management 2.900

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Payroll Procedures	Descriptor Code: 2.802	Issued Date: 04/03/23
		Rescinds: 2.802	Issued: 04/01/13

- 1 All employees shall be paid twice monthly.
- 2 ~~No advance payments of salary shall be made.~~ **Individual requests for advanced payments of**
- 3 **salary shall not be considered.** Upon resignation or retirement of school personnel, final salary
- 4 payment shall be withheld until all records and assets in custody of the employee are satisfactorily
- 5 transferred to his successor or another designated person.

Cross References

Compensation Guides and Contracts 5.110
Resignation 5.204
Retirement 5.205
Overtime Pay 5.604

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Salary Deductions	Descriptor Code: 2.803	Issued Date: 05/07/24
		Rescinds: 2.803	Issued: 05/07/18

- 1 The Board of Education shall approve all payroll deduction categories. Upon appropriate written
- 2 authorization, the Director of Finance shall make deductions from the salary of the employee.
- 3 Tax-sheltered annuity deductions will be made only after the employee and annuity company
- 4 representative complete appropriate School System ~~F~~forms.
- 5 An employee may change or terminate any salary deduction by following the procedures set by the
- 6 Finance Department. Changes to deductions for pre-tax items must meet IRS regulations.
- 7 It may take up to one calendar month for changes to deductions to become effective.

Cross References

Tuition 2.400
Insurance Management 3.600

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Requisitions	Descriptor Code: 2.807	Issued Date: 04/05/16
		Rescinds: 2.807	Issued: 10/06/08

1 The Board **of Education** shall designate personnel to be responsible for making requisitions.

2
3 All approved requisitions will be submitted to the purchasing agent (Superintendent of Schools,
4 principals,
5 department heads or federal programs supervisor) on forms provided by the Superintendent of Schools.
6

7 The principal or designee in each school must sign all requisitions for purchases. This applies to all
8 instructional purchases including physical education, special education, music, all academic subject
9 areas, and all departments including athletics and vocational.

10
11 The number of each purchase order shall be recorded on the requisition.

12
13 After processing, the original copy of the requisition will be filed in the appropriate purchasing office.
14
15

Cross Reference:
Purchase Orders 2.808

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Payment Procedures	Descriptor Code: 2.810	Issued Date: 02/02/09
		Rescinds: 2.810	Issued: 02/04/02

- 1 The purchasing agent (Superintendent of Schools, department head, federal projects supervisor or
2 principal) shall approve all claims for payment prior to their submission to the Board **of Education**.¹
3
4 Schools may obligate themselves for the purchase of equipment, supplies, or services, provided
5 payments are completed by June 30 of the current school year or a plan for future payments has been
6 made by the principal and approved by the Board

Legal References

1. TCA 49-2-206(b)(3)

Click here to choose a school board.

Monitoring: Review: Annually, in November	Descriptor Term: Use of Copyrighted Materials	Descriptor Code: 4.404	Issued Date:
		Rescinds:	Issued:

1 **To define the fair and reasonable use of copyrighted work for educational purposes without the**
2 **permission of the copyright owner and reduce the risk of copyright infringement the following**
3 **guidelines are in effect:**

- 4 1. **All employees shall adhere to the provisions of the United States Code regarding the**
5 **copying and/or the use of copyrighted materials;¹**
6 2. **In the case of computer software, the ethical and practical problems caused by computer**
7 **software piracy shall be taught in all computer courses;**
8 3. **The Superintendent of Schools shall establish specific procedures regarding the copying,**
9 **distribution, and use of copyrighted materials for instructional purposes;¹ and**
10 4. **The principal of each school shall establish practices which will enforce this policy at the**
11 **school level.**

Legal References

1. [17 USCA §§ 106, 107, 110](#)

Cross References

School and System Websites 4.407
Use of Multimedia 4.408
Student Publications 6.704

Johnson City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Promotion and Retention	Descriptor Code: 4.603	Issued Date: 01/06/25
		Rescinds: 4.603	Issued: 04/03/23

1 All promotion and retention decisions shall be made on a case-by-case basis and comply with state and
2 federal law. All decisions shall be made in consultation with a student's IEP and/or 504 team, if
3 applicable.¹

4 Students who have difficulty in achieving the requirements for promotion may be considered for
5 retention. Schools shall identify these students by February 1st. Factors used to identify students for
6 retention shall include:²

- 7 1. Ability to perform at the current grade level;
- 8
- 9 2. Results of local assessments, screening, or monitoring tools;
- 10
- 11 3. State assessments, as applicable;
- 12
- 13 4. Home Literacy Reports;³
- 14
- 15 5. Overall academic achievement of the student;
- 16
- 17 6. Likelihood of success with more difficult material if promoted to the next grade;
- 18
- 19 7. Attendance record; and
- 20
- 21 8. The student's maturity.

22 Students may be identified for retention after the February 1st deadline if the delay in identifying a
23 student is due to:⁴

- 24 1. Date of enrollment;
- 25
- 26 2. Additional information acquired after results of local assessment, screening, or monitoring are
27 released; or
- 28

29 VOLUNTARY RETENTION

30 A parent/guardian of a student enrolled in kindergarten through second grade may choose to retain
31 his/her student in the current grade level if:

1
2 1. The student has a documented academic or behavioral delay; and

3
4 2. The parent/guardian believes that retention may benefit the student.⁵

5 **This information shall be submitted in writing within thirty (30) days of the end of the school**
6 **year. The district shall send written notice to the parent/guardian confirming whether the**
7 **student is eligible for retention under state law.**

8 **PROMOTION PLANS**⁶

9 When a student is identified for retention, the student's parent(s)/guardian(s) shall be notified within
10 fifteen (15) calendar days, and an individualized promotion plan shall be developed to help the student
11 avoid retention. The plan shall be developed in coordination with the student's teachers, IEP or 504
12 team, if applicable, and may also include input from the student's parent(s)/guardian(s), school
13 counselor, or other appropriate school personnel.

14 Promotion plans shall incorporate evidence-based strategies, including expectations and measurements
15 that will verify whether a student has made sufficient progress to be promoted to the next grade level,
16 and be tailored to the student's learning needs. Promotion plans for students in third and fourth grade
17 will include additional requirements for promoting students in these grades. A copy of the plan will be
18 provided to the student's parent(s)/guardian(s), and the school shall offer the opportunity for a parent-
19 teacher conference to discuss the plan. If a student is not making progress on the promotion plan, then
20 the strategies shall be modified. Parent(s)/guardian(s) shall be provided with any changes to the
21 promotion plan.

22 A student who demonstrates sufficient academic progress according to his/her promotion plan shall be
23 promoted to the next grade level unless retention is required per additional requirements for students in
24 third and fourth grade.⁷

25 If a student has not demonstrated sufficient academic progress according to their promotion plan by the
26 end of the school year, the student shall be eligible to enroll in a summer reading or learning program,
27 if available. Parent(s)/guardian(s) shall be notified of a decision for retention at least ten (10) calendar
28 days prior to the start of the next school year if the student was enrolled in a summer program.
29 However, if the student wasn't enrolled in a summer program, the parent(s)/guardian(s) shall be
30 notified of a decision for retention at least thirty (30) calendar days prior to the start of the next school
31 year.⁸

32 **RETENTION**⁷

33 A student may be retained when such retention is in the best interests of the student or when retention
34 is required per additional requirements for students in third and fourth grade.

35 *Decision of Retention – General*⁹

36 If a student is retained, the Superintendent of Schools/designee shall develop an individualized
37 academic remediation plan within thirty (30) calendar days after the beginning of the next school year.

1 A copy of the plan shall be provided to the student’s parent(s)/guardian(s) within ten (10) calendar
2 days of its development. The plan shall include at least one of the following strategies:

- 3 1. Adjustment to the current instructional strategies or materials;
- 4
- 5 2. Additional instructional time;
- 6
- 7 3. Individual tutoring;
- 8
- 9 4. Modification to the student’s classroom assignment to ensure the student receives
10 instruction from a teacher with a level of overall effectiveness of above expectations (level
11 4) or significantly above expectations (level 5); or
- 12
- 13 5. Attendance or truancy interventions.

14 A student shall not be retained more than once in any grade. The progress of students who are retained
15 shall be closely monitored and reported to parent(s)/guardian(s) at least three (3) times during the
16 school year in which the student is retained. The Superintendent of Schools shall develop procedures to
17 ensure appropriate recordkeeping of students who are retained.

18 ***Decision of Retention – Third Grade***¹⁰

19 Third grade students shall not be promoted to the next grade unless they are determined to be
20 proficient (i.e., receive a performance level rating of “on track” or “mastered”) in English language arts
21 (ELA) based on the student’s most recent TCAP test.

22 Students who are not proficient in ELA may still be promoted if the following conditions are met:

- 23 1. A student in third grade receiving a performance level rating of “approaching” on the ELA
24 portion of the student’s most recent TCAP test may be promoted if:
 - 25
 - 26 a. The student is an English language learner and has received less than two (2) full years
27 of ELA instruction;
 - 28 b. The student was previously retained in grades K-3;
 - 29 c. The student is retested before the next school year and scores proficient in ELA;
 - 30 d. The student attends a learning loss bridge camp before the next school year, maintains a
31 ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-
32 test at the end of the camp; or
 - 33 e. The student receives tutoring for the entirety of the next school year in accordance with
34 state law.
 - 35 f. The student demonstrates proficiency in ELA standards by scoring at or above the
36 fiftieth (50th) percentile on the most recently administered state-provided benchmark
37 assessment and the district provides tutoring services to the student during the entire
38 fourth grade school year and notifies the student’s parent/guardian, in writing, of the
39 benefits of enrolling the student in summer programming.
 - 40 g. Parent/guardian or authorized school personnel appeals retention decision, documenting
41 a score at or above the fortieth (40th) percentile on the TN-URS or approved URS

(ECBM) and an academic remediation plan and unanimous recommendation for promotion from the ELA teacher and principal, and receives tutoring services during the entire fourth grade school year.

2. A student in third grade receiving a performance level rating of “below” on the ELA portion of the student’s most recent TCAP test may be promoted if:
 - a. The student is an English language learner and has received less than two (2) full years of ELA instruction;
 - b. The student was previously retained in grades K-3;
 - c. The student is retested before the next school year and scores proficient in ELA; or
 - d. The student attends a learning loss bridge camp before the next school year, maintains a ninety percent (90%) attendance rate, and receives tutoring for the entirety of the next school year in accordance with state law.

Students who fall into the criteria for required attendance in summer programming in order to be promoted to the fourth grade must attend with a 90% rate. Of the 20 days required for summer school attendance, students must attend 18 days. These days will be documented and options for make-up days will be provided by the summer programming committee.

Decision of Retention – Fourth Grade¹⁰

Students in the following categories shall show adequate growth in the following ways before being promoted to the fifth grade:

1. A student who is promoted to the fourth grade due to receiving tutoring for the entirety of the next school year in accordance with state law or because of attending a learning loss bridge camp must maintain a ninety percent (90%) attendance rate; and
2. A student receiving tutoring for the entirety of the next school year in accordance with state law shall be required to show adequate growth on the fourth grade ELA portion of TCAP before the student may be promoted to fifth grade.
3. If a student does not show adequate growth, as determined by the department, on the fourth grade ELA portion of the TCAP test, then the student’s LEA or public charter school shall convene a conference that must be attended by the following categories for participants: the student’s parent(s)/guardian(s), the student’s ELA teacher, and the student’s principal. The recommendation made by the majority of the categories of participants in the conference determines whether the student must be:
 - a. Promoted to the fifth grade and assigned a tutor to provide tutoring services to the student for the entirety of the student’s fifth grade year based on tutoring requirements established by the department; or
 - b. Retained in the fourth grade.

A student shall not be retained more than once in fourth grade.

1 ***Decision of Retention – Students with Disabilities*** ¹¹

2 Retention and promotion decisions shall be made on a case-by-case basis and in consultation with the
 3 student’s IEP and/or 504 team to determine whether the student’s performance on the ELA portion of
 4 TCAP was due to the student’s disability. The school district shall not retain a student with a disability
 5 or a suspected disability that impacts their ability to read.

6 **APPEALS** ^{8,12}

7 When a student is identified for retention, the parent(s)/guardian(s) shall be notified about the decision
 8 to retain the student and provided with information on the right to appeal the decision. Appeals shall be
 9 made to a committee appointed by the principal within ten (10) school days. The student and their
 10 parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be given
 11 the opportunity to address the committee. The committee shall conduct a hearing within ten (10) school
 12 days to determine if the student will be promoted and issue such decision within five (5) calendar days.
 13 Upon notification of the committee decision, the principal shall send written notification to the Director
 14 of Schools/designee and the parent(s)/guardian(s). The notification shall advise parent(s)/guardian(s) of
 15 their right to appeal such action within ten (10) calendar days to the Superintendent of Schools/designee.

16 The appeal shall be heard no later than ten (10) business days after the request for appeal is received. A
 17 decision shall be issued within five (5) days.

18 Within five (5) business days of the Superintendent of Schools/designee rendering a decision, the
 19 student's parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
 20 Following the review, the Board may affirm or overturn the decision of the Superintendent of
 21 Schools/designee. The action of the Board shall be final.

22 For students where retention is required per the additional requirements for students in third and fourth
 23 grade, parent(s)/guardian(s) may appeal this decision directly to the Department of Education in
 24 accordance with state law.¹²

Legal References

1. 20 USCA § 1400 *et seq.*; 29 U.S.C. § 794 (Section 504); TRR/MS 0520-01-03-.16; TCA 49-6-3115
2. TRR/MS 0520-01-03-.16(5)
3. TCA 49-1-905(e)
4. TRR/MS 0520-01-03-.16(4)
5. Public Acts of 2024, Chapter No. 829
6. TRR/MS 0520-01-03-.16(6)
7. TRR/MS 0520-01-03-.16(6)(f)
8. TRR/MS 0520-01-03-.16(6)(e)
9. TRR/MS 0520-01-03-.16(6)(g)
10. TRR/MS 0520-01-03-.16(7)
11. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 *et seq.*; TRR/MS 0520-01-03-.16(7)(e)
12. TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)
13. TRR/MS 0520-01-03-.16(7)(f)

Cross References

- Credit Recovery 4.210
- Grading System 4.600
- Reporting Student Progress 4.601
- Attendance 6.200
- Student Assignments 6.205
- Homeless Students 6.503
- Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: <h2 style="text-align: center;">Personnel Goals</h2>	Descriptor Code: <h3 style="text-align: center;">5.100</h3>	Issued Date: <h3 style="text-align: center;">04/03/23</h3>
		Rescinds: <h3 style="text-align: center;">5.100</h3>	Issued: <h3 style="text-align: center;">04/05/21</h3>

1 The Board of Education recognizes that the employment of highly qualified personnel is essential for a
 2 quality education of students of the school system. In order for the Board to provide a well-qualified
 3 staff capable of designing, implementing, and evaluating educational programs, the following goals are
 4 adopted.

- 5 1. Recruitment, selection, employment and retention of the best qualified personnel available;¹
- 6 2. Provision of attractive compensation and benefits as well as other provisions for staff welfare;
- 7 3. Preparation and deployment of personnel in the most effective way to achieve the goals of the
 8 Board of Education;
- 9 4. Provision of professional growth opportunities for all employees designed to contribute both to
 10 the improvement of the educational program and to career development aspirations of staff;
- 11 5. Development of a climate in which optimum staff performance, morale, and satisfaction are
 12 produced;
- 13 6. Involvement of staff in planning, decision making, and evaluation; and
- 14 7. Development and updating of job descriptions by appropriate administrators.

15 The Johnson City School System will use the state evaluation program as a means to provide for the
 16 continuous improvement of **certified** staff performance and educational programs of the school
 17 system.

Legal References

1. State Board of Education Policy 5.700; TCA 49-1-302(g)

Cross References

School District Goals & Objectives 1.700

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Lines of Authority and Staff Relations	Descriptor Code: 5.101	Issued Date: 06/04/24
		Rescinds: 5.101	Issued: 06/01/09

- 1 The Superintendent of Schools shall establish lines of authority which shall be approved by the Board
2 of Education.
- 3 All personnel are expected to keep their immediate supervisor informed of their activities and shall
4 refer matters requiring administrative action to the administrator to whom they report. That
5 administrator shall refer such matters to the next higher administrative authority when necessary.
- 6 Lines of authority do not restrict the ~~cooperative, sensible working together of all~~ **collaboration of**
7 staff members at all levels. The established lines of authority represent direction of authority and
8 responsibility and avenues for a two-way flow of ideas to improve the program and operations of the
9 school system.

Cross References

Assignment/Transfer 5.115
Complaints and Grievances 5.501

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Classification and Qualifications	Descriptor Code: 5.102	Issued Date: 06/04/24
		Rescinds: 5.102	Issued: 04/05/21

1 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

2 All administrative and supervisory positions in the school system are established initially by the Board
3 **of Education**, by state law, or by State Board Rules, Regulations, and Minimum Standards.

4
5 To be considered for certified administrative or supervisory positions, the applicant must show the
6 following qualifications:¹

- 7 1. Professional teaching certification; and
- 8 2. Administrative or supervisory certification and experience in accordance with state law and
9 State Board Rules and Regulations in the appropriate area based on the minimum of a
10 master's degree.

11 Non-certified administrative and supervisory personnel shall possess sufficient training and experience
12 to perform the services required and such additional qualifications as the Board and Superintendent of
13 Schools shall determine.

14 CERTIFIED PERSONNEL²

15 Certified staff members are the personnel whose employment status requires certification in
16 accordance with the rules and regulations of the State Board of Education.¹

17 CLASSIFIED PERSONNEL³

18 Classified staff members are personnel whose regular employment does not require certification in
19 accordance with rules and regulations of the State Department of Education.

Legal References

1. [TCA 49-5-101](#); [TRR/MS 0520-02-03-.10](#); [TRR/MS 0520-02-06-.01](#)
2. [TRR/MS 0520-02-03](#); [TRR/MS 0520-02-06](#)
3. [TRR/MS 0520-02-06-.04](#)

Cross References

Employment of Non-Certified Administrative and Support Personnel 5.8001

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: <h2 style="text-align: center;">Equal Opportunity Employment</h2>	Descriptor Code: 5.104	Issued Date: 04/03/17
		Rescinds: 5.104	Issued: 07/01/00

- 1 Opportunity for employment, as well as continuation and advancement in employment, shall be
- 2 afforded equally to members of all races, creeds, colors, sexes, genders, religions, ages, national
- 3 origins, and individuals with disabilities or veteran status with regard only for qualifications for the
- 4 positions involved.^{1,2}

Legal References

1. U.S. Constitution, Amendment XIV; Title VII, Civil Rights Act of 1964; Title VI, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Age Discrimination Act of 1967; Section 504 of the Rehabilitation Act of 1973
2. Public Law 101-336; U.S.C. 12112

Cross References

Grievance Procedures for Qualified Individuals with Disabilities 1.802
 Discrimination/Harassment 5.500
 Complaints and Grievances 5.501

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Recruitment of Employees	Descriptor Code: 5.105	Issued Date: 08/05/13
		Rescinds: 5.105	Issued: 06/07/10

- 1 Employment of personnel shall be within the discretion of the Superintendent of Schools.¹
- 2 The Superintendent of Schools is responsible for the development of a program for the recruitment of
- 3 licensed personnel.²
- 4 Identification of personnel needs shall be the responsibility of the Superintendent of Schools,
- 5 supervisors, and building principal. ~~An effort shall be made to include a varied representation of~~
- 6 ~~academic and professional experiences, age, ethnic backgrounds, race and sex.~~
- 7 Vacancies may be advertised. A deadline for applications will be established and disseminated with
- 8 any vacancy notice.

Legal References

1. TCA 49-2-301(b)(1)(EE)
2. ~~TRR/MS 0520 1 2 .14~~

Cross References

Staff Positions 5.116

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date: 04/03/23
		Rescinds: 5.106	Issued: 04/04/22

1 APPLICATION

2 An individual desiring a position with the Johnson City School System shall make application to the
3 Superintendent of Schools ~~on forms~~ **by methods** approved by the Superintendent of Schools. ~~In a~~
4 ~~continuing effort to further ensure the safety and welfare of students and staff, the school system shall~~
5 ~~require criminal history records checks by fingerprinting of applicants.~~ **Any person applying for a**
6 **position shall supply a fingerprint sample and submit to a criminal history records check**
7 **conducted by the Tennessee Bureau of Investigation and agree to the release of investigative**
8 **records for the purpose of verifying the accuracy of criminal violation information.**¹ **The cost of**
9 **such checks and investigations shall be born by the applicant.**⁴³

10 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
11 also constitute a Class A misdemeanor which must be reported to the District Attorney General for
12 prosecution.³⁴

13 ~~Any person applying for a position shall supply a fingerprint sample and submit to a criminal history~~
14 ~~records check conducted by the Tennessee Bureau of Investigation and agree to the release of~~
15 ~~investigative records for the purpose of verifying the accuracy of criminal violation information. The~~
16 ~~cost of such checks and investigations shall be born by the applicant.~~⁴

17 Disciplinary action will be taken against personnel in the event of the misuse, improper disclosure or
18 dissimulation of criminal history records.

19 *Certified Employees*

20 The application must include a transcript of credits earned at the colleges or universities attended,
21 recent evaluations, if available, and reference information from persons such as previous employers,
22 college professors and supervisors of student teachers. Required information shall include whether
23 such applicant has been dismissed for cause from a school system.⁵ If previously employed by a local
24 board of education, the applicant shall provide evidence of acceptable resignation.

25 No person shall be employed:

- 26 1. Who is not eligible for or does not hold a valid license to teach from the State Board of
27 Education;⁶
- 28
- 29 2. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department
30 of Health;⁷
- 31

- 1 3. Who has been identified by the Department of Children’s Services as a perpetrator of child
2 abuse, severe child abuse, child sexual abuse, or child neglect or who poses an immediate threat
3 to the health, safety, or welfare of children;⁷
4
- 5 4. Who does not receive a satisfactory background check;¹⁰
6
- 7 5. Why has not complied with the Immigration Reform and Control Act of 1986;¹¹
8
- 9 6. Who does not present a physician's certificate showing a satisfactory health record or has any
10 contagious or communicable disease in such form that might endanger the health of school
11 children;⁸
12
- 13 7. Who refuses to take and subscribe to an oath to support the Constitution of the State of
14 Tennessee and of the United States of America;⁹ or
15
- 16 8. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
17 employment for cause.

18 *Classified Employees*

19 No person shall be employed:

- 20 1. Who has any contagious or communicable disease in such form that might endanger the health
21 of children;⁸
22
- 23 2. Who has been identified by the Department of Children’s Services as a perpetrator of child
24 abuse, severe child abuse, child sexual abuse, or child neglect or who poses an immediate threat
25 to the health, safety, or welfare of children;⁷
26
- 27 3. Who is listed on the state’s abuse of vulnerable persons registry maintained by the Department
28 of Health;⁷
29
- 30 4. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹ or
31
- 32 5. Who does not receive a satisfactory background check; or¹⁰
33
- 34 6. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
35 employment for cause.

36 **EMPLOYMENT**

37 *Certified Employees*

38 After checking references and recommendations, the Superintendent of Schools shall fill positions and
39 assign qualified applicants.

40 *Classified Employees*

- 1 It shall be the responsibility of the principals to select the classified employees for the school served
 2 and recommend same to the Superintendent of Schools. The Superintendent of Schools is responsible
 3 for employing all classified personnel.
- 4 Central office, cafeteria, and maintenance and other system wide personnel shall be interviewed and
 5 employed by the Superintendent of Schools or designee.

 Legal References

1. TCA 49-5-406
2. State Board of Education Policy 5.501
3. ~~TCA 49-5-406(a)(2)(A)~~ **TCA 49-5-413(c)**
4. ~~TCA 49-5-413(e)~~ **TCA 49-5-406(a)(2)(A)**
5. TCA 49-2-131
6. TCA 49-5-403; TCA 49-5-101; Public Acts of 2021, Chapter No. 211
7. TCA 49-5-413(e)
8. TCA 49-5-404
9. TCA 49-5-405
10. TCA 49-5-413(a), (f)
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359, 8 USCA § 1101 *et seq.*

 Cross References

- Orientation and Probation 5.107
- Compensation Guides & Contracts 5.110
- Background Investigations 5.118
- Recommendations and File Transfers 5.203
- Interim Employees 5.700
- Qualifications and Duties of the Director of Schools 5.802

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: <h2 style="margin: 0;">Supervision</h2>	Descriptor Code: 5.108	Issued Date: 06/04/24
		Rescinds: 5.108	Issued: 04/03/23

- 1 ~~Supervision a~~Administrative and supervisory personnel shall be provided by the Superintendent of
- 2 Schools.

- 3 All teachers shall be supervised by the principal of their home school or their supervising
- 4 administrator.

- 5 Support personnel shall be supervised by the person designated on the approved job description.

- 6 The immediate supervisor and Superintendent of Schools ~~or~~ /designee share the responsibility for
- 7 providing orientation experience for newly hired employees. Periodic training sessions will be
- 8 provided for employees or employee groups as deemed necessary.

- 9 The immediate supervisor has the responsibility of assigning specific duties and for giving guidance to
- 10 the employee for the satisfactory performance of those duties.

- 11 The Superintendent of Schools/designee shall assign hours of work for all positions.

- 12 Apprentice teachers shall be assisted by supervising teachers in the development of competencies
- 13 required by the Board of Education.¹

Legal References

1. [TCA 49-6-3004\(c\)\(2\)](#)

Cross References

- Nepotism 1.108
 Job Descriptions 5.103
 Staff Positions 5.116

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Compensation Guides & Contracts	Descriptor Code: 5.110	Issued Date: 08/04/14
		Rescinds: 5.110	Issued: 07/02/12

1 All **certified** personnel must make a written contract with the Board **of Education** at a fixed salary per
2 month before entering upon their duties.¹ This contract may be re-issued each fiscal year (July 1-June
3 30) indicating salary and term changes. A salary schedule, based on job classification and years of
4 experience, shall be established.

5 The Superintendent of Schools shall establish the salary rating of each person employed and shall
6 recommend such salary rating to the Board for its approval.²

7 All classified employees are employed at the will of the Superintendent.

8 Salaries of all employees, including substitute and supplemental pay, shall be paid by the Board. No
9 payment to any employee for service performed on behalf of the school system shall be made from any
10 source other than the Board.³

11
12 Any person receiving compensation for work that involves regular, systematic contact with students or
13 work of the type that is normally performed by employees must be ~~under contract~~ **employed** with the
14 Johnson City Board of Education and/or the Johnson City School System and must be on the school
15 system's payroll.

16 Contracts for (non-administrative) ten-month teachers shall include two-hundred (200) days of
17 responsibility, plus twenty (20) days for each additional month assigned by the Board. Each contract
18 shall provide:⁴

- 19 1. A minimum of one hundred and eighty (180) days for classroom instruction;
- 20 2. A minimum of five (5) days for in-service education;
- 21 3. One (1) day for teacher-parent conferences;
- 22 4. Four (4) administrative days as designated by the Board upon recommendation of the
23 Superintendent of Schools; and
- 24 5. Ten (10) vacation days.

25 The school calendar adopted by the Board each year shall become part of each employee's contract.

26 Salaries and supplements may be paid from revenue derived from sources other than taxes, provided
27 the revenue is deposited with and salaries paid through the Board. This includes donations or
28 contributions from individual, civic or other non-school related sources of funds from individual
29 school activity funds, such as gate receipts and concessions.^{1,5}

Legal References

1. TCA 49-2-203(a)(1); TCA 49-5-408
2. TCA 49-5-402
3. TCA 49-3-306; TCA 49-5-709; TCA 49-2-2039(a)(1)
4. TCA 49-6-3004
5. TCA 49-6-2006; *Tennessee Internal School Financial Management Manual*, Section 5, Title 6

Cross References

School Calendar 1.800
Revenues 2.400
Payroll Procedures 2.802
Personnel Classification and Qualifications 5.102

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: In-Service and Professional Learning Opportunities	Descriptor Code: 5.113	Issued Date: 04/03/23
		Rescinds: 5.113	Issued: 04/05/21

1 IN-SERVICE EDUCATION

2 In-service education¹ is a program of planned activities designed to increase the competencies needed
3 by all personnel in the performance of their responsibilities. Competencies are defined as the knowledge,
4 skills, and attitudes which enable personnel to perform their tasks with maximum effectiveness to
5 increase student achievement.

6 *Administrative and Supervisory Employees*

7 Administrative and supervisory employees shall show evidence of continual professional growth by
8 attendance at in-service programs and institutes, studying professional literature, meeting with other
9 professionals for discussion, and otherwise keeping abreast of research in methodology, curriculum, and
10 student growth and development.

11 Each principal and administrator shall be required to fulfill all state mandated training.²

12 *Professional Employees*

13 The Superintendent **of Schools** and their staff shall assess system-wide needs, establish priorities,
14 develop objectives, design activities, and evaluate the in-service program.¹

15 In-service credit shall not be given while performing duties which are required as part of regular teaching
16 assignments.

17 *Support Personnel*

18 The immediate supervisors of support personnel shall be responsible for providing in-service trainings.

19 Leaves to attend meetings relating to the employee's job description may be granted by the
20 Superintendent of Schools without loss of pay to the employee.

21 PROFESSIONAL LEARNING PROGRAM

22 Professional learning programs and activities shall reflect the Standards for Professional Learning³ as
23 listed below and shall reflect the needs identified in school improvement plans.

24 The Board may pay expenses of selected personnel who participate in the training sessions conducted
25 by the State Department of Education.

- 1 The Superintendent of Schools shall involve central office personnel and other employees as needed in
- 2 developing the system-wide professional learning program and shall recommend it to the Board for
- 3 approval.

Legal References

1. State Board of Education Policy 5.200; TCA 49-1-214(b); TCA 49-6-3004(c)(1); TCA 49-5-1007
2. TCA 49-5-5703(a)
3. State Board of Education Policy 5.200

Cross References

- School Calendar 1.800
- Curriculum Development 4.200
- Reporting Student Progress 4.601

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Personnel Records	Descriptor Code: 5.114	Issued Date: 06/04/24
		Rescinds: 5.114	Issued: 04/03/23

1 The Superintendent of Schools or /designee(s) shall be authorized to maintain personnel records and to
2 permit inspection of the same. The following personnel records shall be maintained for all employees
3 as appropriate:

- 4 1. Employee contracts;
- 5 2. Professional certificates and other documents required by state and federal laws and
6 regulations;¹
- 7 3. Evaluations **for classified personnel (evaluations for certified personnel shall be maintained**
8 **on the state approved website);**
- 9 4. Cumulative information files;³
- 10 5. INS Form I-9;² and
- 11 6. **Disciplinary records; and**
- 12 7. Description of the position held (~~to be written by supervisor~~).

13 The following guidelines shall be followed:

- 14 1. Information contained in personnel records shall be limited to job-related matters;
- 15 2. The Superintendent of Schools shall be responsible for notifying all employees of the types of
16 records kept and uses made of such records;
- 17 3. Employees shall be granted an opportunity to respond in writing to material placed in records;
- 18 4. Employee records, except medical records and other protected information⁵, are public records,
19 and shall be open for inspection during regular business by any citizen of the State of
20 Tennessee.³ Any person making an inspection of such records shall provide such person's
21 name, address, business telephone number, home telephone number, driver's license number or
22 other appropriate identification prior to inspecting such records. All persons wishing to inspect
23 personnel records must make an appointment with the Human Resources Department at least
24 twenty-four (24) hours in advance of inspection.
- 25 5. In accordance with federal law, the district shall release information regarding the professional
26 qualifications and degrees of teachers and the qualifications of paraprofessionals to parents
27 upon request for any teacher or paraprofessional who is employed by a school receiving Title I
28 funds and who provides instruction to their child at that school.⁴
- 29 6. A record of the person inspecting and the date of inspection shall be recorded;
- 30 7. Copies of records may be made under rules determined by the Superintendent of Schools;⁶
- 31 8. Should the employee be transferred, all the above information on the new position shall be
32 retained in the file;
- 33 9. Reasonable fees may be charged for document preparation which shall include, but is not
34 limited to, personnel time, copying and supervision of inspection; and
- 35 10. Pre-employment information such as applications and related documentation will be kept in a
36 separate pre-employment file.

- 37 11. Any employee may have access at any reasonable time to their personnel file.
38 12. Employee records shall be maintained in accordance with applicable state and federal laws.

Legal References

1. [TCA 49-2-301\(b\)\(1\)\(M\)](#)
2. [Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359](#)
3. [TCA 10-7-503, 504](#)
4. [20 USCA § 6312\(e\)\(1\)](#)
5. [TCA 10-7-504\(f\)\(1\); TCA 10-7-504\(a\)\(23\)](#)
6. [TCA 10-7-506; TCA 49-2-301\(b\)\(1\)\(AA\)](#)

Cross References

Teacher Effect Data 5.1141

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Assignment / Transfer	Descriptor Code: 5.115	Issued Date: 04/04/22
		Rescinds: 5.115	Issued: 04/04/19

1 **ASSIGNMENT**

2 The Superintendent of Schools shall assign personnel to the appropriate school or department, while
3 allowing each principal or immediate supervisor to assign specific responsibilities within each school
4 or department.¹

5 Assignment of employees will be made by the Superintendent of Schools based on the
6 recommendation of the appropriate department supervisor and/or principal. The assignment will be
7 determined by the applicant's training, experience and ability to perform the duties of the position and
8 in the best interest of the students.

9 Extra assignments for which supplements are provided and upon which initial employment was based
10 may not be relinquished by the employee without the approval of the person making the assignment.
11 Other assignments for which supplemental salary is provided shall be made on an annual ~~contract~~
12 basis.

13 **TRANSFER (to move from one school or administrative unit to another)**

14 The Superintendent of Schools shall transfer employees as necessary for efficient operation of the
15 schools.²

16 Transfers shall be non-discriminatory and shall not be arbitrary or capricious. The Superintendent of
17 Schools is responsible for developing and disseminating procedures for transfer.

18
19 All employees transferred shall receive notification of the transfer with reason(s) prior to the transfer.

20 If a transfer is performance-based, the transfer shall be preceded by a written statement of deficiencies
21 and when feasible, a reasonable opportunity to improve.

22 Transfers made in accordance with board policy and state law are final.

23 **REASSIGNMENT (to move to another assignment within the same school or administrative 24 unit)**

25 Reassignments shall be non-discriminatory and shall not be arbitrary or capricious. Employees shall be
26 reassigned as necessary for efficient operation of the schools. The Superintendent of Schools is
27 responsible for developing and disseminating procedures for reassignments.

- 1 Reassignments shall be made by the employee's immediate supervisor with approval by the
- 2 Superintendent of Schools.

Legal References

1. TCA 49-2-301(b)(1)(L); TCA 49-5-401; TCA 49-2-303(b)(3)
2. TCA 49-2-301(b)(1)(CC); TCA 49-5-510

Cross References

Nepotism 1.108
Job Descriptions 5.103
Recruitment of Employees 5.105

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Staff Positions	Descriptor Code: 5.116	Issued Date: 04/03/23
		Rescinds: 5.116	Issued: 04/04/19

1 CREATION OF POSITION

2 All staff positions shall be approved through the budget process in accordance with an organizational
3 plan submitted by the Superintendent of Schools.¹ Before an additional position is established, the
4 Superintendent of Schools will present to the Board **of Education** a description of the job
5 responsibilities, qualifications, performance responsibilities and the method by which the performance
6 of these responsibilities will be evaluated.

7 The Superintendent of Schools may revise the organizational plan as long as budgetary amounts are
8 not exceeded and Board policy is not violated. In the event of reorganization, the Superintendent of
9 Schools will adhere to all applicable reduction in force guidelines and will inform, in a timely manner,
10 the Board of the change and include the change in the Superintendent's report at the next board
11 meeting. If change in personnel creates additional encumbrance on a future budget, prior approval of
12 the Board is required.

13 REDUCTION IN FORCE

14 When it becomes necessary to reduce the number of positions in the system because of a decrease in
15 enrollment or for other good reasons, the Board shall abolish the positions and dismiss such employees
16 as may be necessary.²

17 Certified Personnel

18 Reductions in staff will be made to have the least detrimental effect on students. In general, this
19 objective dictates a staff reduction policy which:

- 20 1. Retains the most effective teachers;
- 21 2. Avoids undue increases in class size; and
- 22 3. Provides consideration for the exceptional teacher without exclusive emphasis on seniority.

25 The elimination of a position does not necessarily mean the person occupying the position will be
26 dismissed. When an employee is released, it is the responsibility of the Superintendent to make a
27 recommendation about which employee shall be released based upon a composite of the following
28 criteria:

- 29 1. Effectiveness in teaching and in related professional responsibilities evidenced by teacher
30 evaluation;

31

- 1 2. Adaptability to other assignments (academic and extracurricular);
- 2 3. Evidence of professional growth as well as specialized or advanced training;
- 3
- 4 4. Previous history of grade levels and subject areas taught; and
- 5
- 6 5. Type, length and quality of service made to the teaching profession and the school system.

7 When a teacher is released because of reduction in staff, the teacher shall be given written notice of
8 release explaining the circumstances or conditions making dismissal necessary.³ A teacher who rated
9 in the three (3) highest categories based on evaluations and is dismissed because of abolition of
10 position shall be placed on a list for reemployment.

11 The fitness of any teacher for re-employment shall be determined on the basis of the teacher's
12 competence, compatibility and suitability to properly discharge the duties required by the position with
13 consideration for the best interests of the students in the school where the vacancy exists. The
14 teacher's most recent evaluations shall be a factor in such determination.³

15 It shall be the responsibility of the separated teacher to notify the Superintendent of Schools in writing
16 of his availability and current address.

17 **Classified Personnel**

18 When a non-licensed employee is released because of a reduction in the number of support positions,
19 the Superintendent of Schools shall give the employee written notice of dismissal explaining the
20 circumstances or conditions making termination of employment necessary.³

21 ~~The contract of each classified employee shall contain a statement regarding the reduction in force~~
22 ~~policy.~~

Legal References

1. OP Tenn. Atty. Gen. 93-66 (November 29, 1993)
2. TCA 49-5-409(c); TCA 49-2-301(b)(1)(EE); TCA
 49-5-511(b)(1).
3. TCA 49-5-511(b)(1)—(4)

Click here to choose a school board.

Monitoring: Review: Annually, in January	Descriptor Term: Background Investigations	Descriptor Code: 5.118	Issued Date:
		Rescinds:	Issued:

1 **Background checks shall be required for applicants, employees, contract workers, and**
2 **volunteers.¹ Individuals who (1) have been identified by the Department of Children’s Services**
3 **as perpetrators of child abuse, severe child abuse, child sexual abuse, or child neglect or who**
4 **pose an immediate threat to the health, safety, or welfare of children; or (2) are listed on the**
5 **state’s abuse of vulnerable persons registry maintained by the Department of Health shall not be**
6 **employed.²**

7 **The Superintendent of Schools/designee shall develop any necessary corresponding procedures.**

8 **Applicants and current employees shall be entered into the federal RAP back program.³ Notice**
9 **of the following shall be provided:**

- 10 1. **Possible fees charged by the Tennessee Bureau of Investigation; and**
11
12 2. **Fingerprints will be retained by the Tennessee Bureau of Investigation and the Federal**
13 **Bureau of Investigation for all purposes and uses authorized for fingerprint submission.**

14 **Any costs incurred to perform these background checks and fingerprinting shall be paid by**
15 **applicants. The Board shall not reimburse applicants if the position is offered and accepted.**

16 **The Superintendent of Schools/designee may exclude certain positions from being entered into**
17 **the federal RAP back program, including, but not limited to, contractors and volunteers.**
18 **Background checks shall be required of these individuals at least once every five (5) years after**
19 **the initial background check.¹**

20 **USE AND DISSEMINATION**

21 **Fingerprints or other approved forms of positive identification shall be submitted with all**
22 **requests for criminal history record checks for non-criminal justice purposes.⁵ The**
23 **Superintendent of Schools shall ensure the Originating Agency Identifier number is on file at all**
24 **times.**

25 **Tennessee and FBI Criminal History Record Information (CHRI) obtained by the district shall**
26 **be solely used to verify criminal violations and shall not be disseminated. Results shall be**
27 **considered confidential and only accessible to district personnel identified by the Superintendent**
28 **of Schools. CHRI shall only be accessed by authorized personnel in the performance of their**
29 **duties and shall never be released to the public.**

30 **All persons directly associated with the accessing, maintaining, processing, dissemination, or**
31 **destruction of CHRI shall sign an awareness statement and shall indicate that they have been**

1 especially trained on the subject. The training shall provide those with access to CHRI with a
2 working knowledge of federal and state regulations and laws governing the security and
3 processing of criminal history information. The Superintendent of Schools is responsible for
4 ensuring that authorized personnel receive such training within sixty (60) days of employment or
5 job assignment and every three (3) years.

6 RETENTION AND SECURITY

7 The Superintendent of Schools shall develop procedures to ensure CHRI is stored in a secure
8 location. Areas in which CHRI is processed and handled shall be restricted to authorized
9 personnel identified by the Superintendent of Schools. The area shall be out of the view of the
10 public and unauthorized personnel. The Superintendent of Schools shall maintain a list of all
11 employees who have access to, can process, disseminate, and/or destroy CHRI.

12 DISPOSAL OF CHRI

13 When CHRI is no longer needed, it shall be destroyed by burning, shredding, or other methods
14 rendering the information unreadable. Record destruction shall be conducted under the
15 supervision of the Superintendent of Schools.

16 MISUSE

17 Employees who misuse CHRI or violate this policy shall be subject to disciplinary action up to
18 and including termination. Any employee with knowledge of misuse shall immediately report a
19 violation to the Superintendent of Schools.

Legal References

1. [TCA 49-5-413](#)
2. [TCA 49-5-406\(a\)\(1\)](#); [TCA 49-5-403](#);
[TCA 49-5-413\(a\)\(2\), \(e\)](#)
3. [TCA 49-5-413\(f\)](#)
4. [TCA 49-5-413\(c\)](#)
5. [34 USCA § 40316](#)

Cross References

School Volunteers 4.501
Application and Employment 5.106
Substitute Teachers 5.701

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: 01/09/23
		Rescinds:	Issued:

1 *General*

2 The Superintendent of Schools may hire a retired individual if certain conditions are met as provided
3 for in state law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers
7 may substitute teach for additional days if the Superintendent of Schools certifies in writing to the
8 Division of Retirement that no other qualified personnel are available to substitute teach.¹

9 **EMPLOYMENT CONTRACTS FOR ONE YEAR**

10 The Superintendent of Schools may employ teachers retired for at least one (1) year for full-time
11 employment as a kindergarten through twelfth (K-12) grade teacher on a year-to-year basis **in an area**
12 **that lacks qualified candidates to serve in this position.** Retirement benefits will not be lost or
13 suspended under certain conditions which include, but are not limited to, the following:²

- 14 1. The Superintendent of Schools of the employing district shall certify in writing that no other
15 qualified individuals are available to fill the position;
16
17 2. The Commissioner of Education shall certify that the employing school district serves an area
18 that lacks qualified teachers to serve in the position to be filled;
19
20 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
21
22 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
23 receive medical insurance coverage; and
24
25 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
26 Board for teachers with no experience filling similar positions or more than eighty-five percent
27 (85%) of the rate of compensation set by the Board for teachers with comparable training and
28 years of experience filling similar positions.

1 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³**

2 Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as
3 a kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the
4 following conditions:

- 5 1. The retired member has been retired for at least sixty (60) calendar days;
6
- 7 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the
8 retirement allowance;
9
- 10 3. The retired member's employment ~~can't~~ **cannot** be longer than a one (1) year period; however,
11 the retired member can be reemployed for additional one (1) year periods;
12
- 13 4. The retired member is not drawing disability retirement benefits; and
14
- 15 5. The retired member ~~can't~~ **cannot** accrue additional retirement benefits.

16 The Superintendent of Schools shall notify TCRS of the member's reemployment and certify in
17 writing that the retired member has the required experience and training for the position and that no
18 other qualified persons are available to fill the position.

19 Once the retired member is hired by the district, the district shall pay TCRS as prescribed by state law.
20 The school district shall pay to TCRS during the period of reemployment the greater of (1) a payment
21 equal to the amount the school district would have contributed to TCRS; or (2) an amount equal to five
22 percent (5%) of the retired member's pay rate.
23

Legal References

1. TCA 8-36-805
2. TCA 8-36-821
3. Public Acts of 2022, Chapter No. 821

Cross References

Application and Employment 5.106
Substitute Teachers 5.701

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Separation Practices for Non- Certified Employees	Descriptor Code: 5.202	Issued Date: 04/03/23
		Rescinds: 5.202	Issued: 04/05/21

1 **SUSPENSION**

2 The Superintendent of Schools/designee is authorized to suspend an employee at any time when deemed
3 necessary.¹ Before an employee is suspended/dismissed, they shall be: (1) provided with reasons for the
4 suspension; (2) given an opportunity to respond; and (3) given a written decision.

5 Under no circumstances shall a Superintendent of Schools suspend an employee with pay. If reinstated,
6 the employee shall be paid full salary for the period of suspension, unless suspension without pay is
7 deemed to be an appropriate penalty.

8 **DISMISSAL**

9 All classified employees are employed at the will of the Superintendent. The Superintendent of Schools
10 may dismiss any classified employee during the ~~contract~~ **school** year for any reason.

11 **RESIGNATION**

12 Classified personnel shall give the immediate supervisor written notice of resignation at least two (2)
13 weeks (ten (10) working days) in advance of the effective date of voluntary termination. The ten (10)
14 working days may be waived by the Superintendent of Schools for justifiable reason.

15 The immediate supervisor shall forward copies of the written notice of resignation the day received to
16 the Superintendent of Schools' office. The payroll office will prepare final payment for the next
17 appropriate scheduled pay day.

18 **RETIREMENT**

19 Retirement shall mean a termination of services under conditions which will allow the employee to
20 draw benefits from retirement plans and/or social security benefits. Employees eligible for retirement
21 benefits may elect to retire at any age according to the provisions of the retirement system.

22 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the
23 responsibility of the retiring employee to provide verification of eligibility in writing from the
24 Tennessee Consolidated Retirement System ("TCRS") to the central office. It shall be the
25 responsibility of the retiring employee to file for benefits.

26 Employees who retire under TCRS may be employed up to one-hundred twenty (120) days per year
27 without loss of retirement benefits.

Legal References

1. TCA 49-2-301(b)(1)(EE)—(FF)

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Physical Assault Leave	Descriptor Code: 5.307	Issued Date: 07/29/24
		Rescinds: 5.307	Issued: 04/04/22

1 Employees shall be notified of their right to report a physical assault to the appropriate law
2 enforcement agency.¹

3 An employee who is absent from assigned duties as a result of personal injury caused by physical assault
4 or other violent criminal acts committed in the course of the employee's duties shall receive their full
5 salary and full benefits until the employee is released by ~~his/her~~ **their** physician to return to work or
6 his/her physician determines the employee is permanently unable to return to work. Hourly employees
7 shall receive an amount representing the average number of hours the employee works for the district
8 per pay period along with their full benefits, if available, until the employee is released by ~~his/her~~ **their**
9 physician to return to work, or their physician determines the employee is permanently unable to return
10 to work. An hourly employee is not eligible to receive the continued pay and benefits if they have been
11 employed by the district for less than one (1) full pay period.²

12 If the employee receives workers' compensation or other similar benefits, the district shall pay the
13 difference between that amount and the employee's full salary or average pay, as applicable.² The
14 district shall pay the full salary or average salary, or the difference between the employee's full salary
15 or average pay, as applicable, and the workers' compensation or similar benefits, if any, for up to one
16 (1) year.

17 **PHYSICIAN STATEMENT**

18 A signed statement listing the cause of the absence shall be provided by the employee on forms
19 furnished by the Superintendent of Schools and shall promptly be given to the immediate supervisor in
20 support of all claims. A certificate from the physician on forms furnished by the Superintendent of
21 Schools may also be required to verify the extent of the injury.³

Legal References

1. [Public Acts of 2024, Chapter No. 915](#)
2. [TCA 49-5-714\(a\); Public Acts of 2024, Chapter No. 839](#)
3. [TRR/MS 0520-01-02-.04\(4\)\(b\)](#)

Cross References

Worker's Compensation 3.602
Sick Leave 5.302
Long Term Leaves of Absence 5.304

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Personnel Health Examinations / Communicable Diseases</h2>	Descriptor Code: <h3 style="text-align: center;">5.400</h3>	Issued Date: <h3 style="text-align: center;">06/04/24</h3>
		Rescinds: <h3 style="text-align: center;">5.400</h3>	Issued: <h3 style="text-align: center;">04/04/22</h3>

1 All employees, prior to entering service, shall present a physician’s certificate showing a satisfactory
 2 health record.¹ Any employee who contracts a contagious/communicable **disease** that may endanger
 3 the health of a student is required to inform the Superintendent of Schools.

4 No employee who has any communicable disease shall perform their duties in any location where such
 5 might endanger the health of school children. The Board of Education shall require any employee to
 6 submit to a physical examination by a physician whenever there is reason to believe that the employee
 7 has any communicable disease.² The Board shall use the physician’s report to determine any
 8 employment limitations, the degree of communicability of the disease and the employment status of
 9 the employee.

10 The Superintendent of Schools shall reassign or suspend any employee who is suspected of having a
 11 communicable disease which might endanger the health of students, pending investigation and final
 12 disposition of the case before the Board.³

13 To assist the Board in making final disposition of the case, the Superintendent of Schools may refer the
 14 case to the County Health Department or other medical experts.

15 In all instances, district personnel shall respect the individual's right to privacy and treat any medical
 16 diagnosis as confidential information.
 17

Legal References

1. [TCA 49-5-404](#)
2. [TCA 49-2-203\(b\)\(2\)](#); [TCA 49-5-710\(a\)\(7\)](#)

Cross References

Section 504 and ADA Grievance Procedures 1.802

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Acquired Immune Deficiency Syndrome (AIDS)	Descriptor Code: 5.401	Issued Date: 04/03/23
		Rescinds: 5.401	Issued: 04/03/17

1 The Board **of Education** has the responsibility to ensure that each school system employee is in a state
2 of physical condition which will not endanger his personal health or the health of others. Concerns
3 regarding health matters shall be approached within the boundaries of confidentiality.

4 Information in regard to the personal health of employees shall be considered confidential. The
5 Superintendent of Schools shall be responsible for developing, revising and implementing the
6 administrative guidelines and procedures for this policy. The Superintendent of Schools shall be
7 responsible for enforcing this policy by communicating it to all personnel and by providing necessary
8 instruction to all administrators.

9 **HIV/AIDS TESTING**

10 No school official can require any employee to undergo an HIV antibody test or other HIV-related test.
11 This does not preclude school officials from requiring an employee to undergo an examination when
12 another communicable illness is suspected.¹

13 **LIABILITY AND NON-DISCRIMINATION**

14 No employee who is diagnosed with HIV infection or AIDS shall be prevented from continuing their
15 employment. No disciplinary action may be taken against an employee solely on the basis of HIV
16 infection or AIDS. Action may be taken against an employee only if they are disabled and the
17 disability interferes with his ability to perform the activities involved in employment duties. The Board
18 shall make reasonable accommodation to enable the employee to perform employment duties as may
19 be required by state or federal law.²

20 **CONFIDENTIALITY**

21 If information is received regarding an employee's HIV status, the Superintendent of Schools may
22 consult with the school board attorney on the appropriate course of action to pursue, bearing in mind
23 the school system's potential liability for defamation, employment discrimination, and breach of
24 confidentiality requirements.³

25 Information about an employee's HIV status is not to be documented in the employee's personnel file
26 and shall not be faxed.^{1,3}

27 Information regarding an employee's HIV status is confidential and may not be released to anyone
28 except:³

29 1. Persons named on an Authorization for Release of Confidential HIV-Related Information Form
30

- 1 2. Persons listed on a court order, and
2
3 3. Persons authorized to receive such information without a release or court order according to
4 TCA 68-10-113.

5 Under no circumstances shall information identifying an employee with AIDS be released to the
6 public.

7 **INFECTION CONTROL**

8 To prevent and manage exposure in the workplace, all school system employees will receive in-service
9 training and education annually regarding HIV/AIDS and OSHA's Blood-borne Pathogens Standard.
10 The board shall follow the most current Centers for Disease Control and Prevention (CDC) Universal
11 Precautions for Prevention of Transmission of Human Immunodeficiency Virus, Hepatitis B Virus, and
12 Other Blood-borne Pathogens in Health Care Settings.¹

13 **EDUCATION AND TRAINING**

14 Annually, the Superintendent of Schools shall ensure that all employees, including newly hired staff,
15 receive current HIV training. These programs can utilize the educational/training resources of agencies
16 or private institutions with personnel trained in the areas of HIV/AIDS prevention education.¹ The
17 Superintendent shall be responsible for developing, revising and implementing the administrative
18 guidelines and procedures for this policy.

19 **COMMUNICATIONS AND PUBLIC RELATIONS**

20 The Superintendent shall designate an individual who will be responsible for coordinating
21 educational/training programs for all personnel, parents and board members. These programs can
22 utilize the educational/training resources of agencies or private institutions with personnel trained in
23 the areas of HIV/AIDS prevention education.

Legal References

1. 29 CFR § 1630.13(b)
2. State Board of Education Policy 5.300
3. TCA 68-10-113

Cross References

- Grievance Procedures for Qualified Individuals with
Disabilities 1.802
Promoting Student Welfare 6.400

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Drug & Alcohol Testing of Employees	Descriptor Code: 5.403	Issued Date: 06/04/24
		Rescinds: 5.403	Issued: 04/04/22

1 REASONABLE SUSPICION DRUG TESTING FOR ALL EMPLOYEES

2 Trained supervisors have the responsibility to observe and document the cause for reasonable
3 suspicion of drug or alcohol use and refer the matter to the Superintendent of Schools/designee. It is
4 not the supervisor's responsibility to attempt diagnosis. All information, facts and circumstances
5 leading to and supporting this suspicion should be included in a written report detailing the basis for
6 the suspicion. After the report is filed, the employee should be notified.

7 Any employee may be required to submit to substance screening if the following conditions exist: (list
8 is not inclusive)

- 9 1. Observed use, possession or sale of illegal drugs and/or use, possession, sale, or abuse of
10 alcohol and/or prescription drugs.
- 11 2. Apparent physical state of impairment of motor functions.
- 12 3. Marked changes in personal behavior not attributed to other factors.
- 13 4. Employee involvement in or contribution to an accident where the use of alcohol or drugs is
14 reasonably suspected or employee involvement in a pattern of repetitive accidents whether or
15 not they involve actual or potential injury.
- 16 5. Violation of criminal statutes involving the use of illegal drugs, alcohol or prescription drugs
17 and/or violations of drug statutes.
- 18
- 19
- 20
- 21

22 An employee's failure to submit to **immediately to** reasonable suspicion drug testing may result in
23 discipline, up to and including suspension or dismissal.

24 PRE-EMPLOYMENT DRUG SCREENING

25 Prior to employment, as a condition of any job offer, substance screens will be required for individuals
26 applying for positions which require a Commercial Drivers License ("CDL"): transportation
27 employees, school mini-bus drivers, mechanics, driver assistants, maintenance employees who drive
28 vehicles during the performance of their duties, food service employees who drive vehicles during
29 performance of their duties,¹ and any other employees who drive vehicles during the performance of
30 their duties, collectively "CDL Employees".

31 Applicants will sign an acknowledgment prior to substance screening, permitting the summary result to
32 be sent to the Superintendent of Schools/designee.

1 Refusal to sign the acknowledgment or to submit to substance screening will be considered as
2 withdrawal
3 of the individual's application for employment. The applicant will not be considered for employment
4 for at least twelve (12) months.

5 If substance screening shows a confirmed positive result for which there is no current physician's
6 prescription, any job offer will be revoked. The applicant will not be considered for employment for at
7 least twelve (12) months.

8 **DRUG DISCLOSURE**

9 All CDL Employees shall report to the Superintendent of Schools or designee the use of any
10 prescription drug that could affect the central nervous system or one that would impair reaction time.
11 Further, all CDL Employees shall give notice of nonprescription (over-the-counter) drugs being taken
12 on a regular basis. The notice shall include the duration of ingestion and the possible side effects.

13 All CDL Employees and applicants for positions who are required to hold a CDL to perform their job
14 function must adhere to the requirements of this policy and all procedures relating to this policy.¹

15 **TESTING FOR CDL EMPLOYEES**

16 The use, possession, sale, purchase or transfer of any controlled substances except the lawful use of
17 medically prescribed drugs on school property, while on school business or while operating school
18 vehicles and equipment is prohibited. Drinking alcoholic beverages during working hours, four (4)
19 hours before reporting to work or having any measurable amount of alcohol in their system during
20 working hours is prohibited, whether on or off school property. Working hours include all breaks.
21 Off-duty use of drugs and alcohol is prohibited to the extent that it affects driver's attendance or
22 performance and their ability to pass required DOT alcohol and controlled substance tests. Any
23 violation of this policy is grounds for termination as employee of the Board and possible legal
24 prosecution.

25 The use of any prescription drug that could affect the central nervous system or one that would impair
26 reaction time shall be reported to the Superintendent of Schools. Notice shall be given of non-
27 prescription (over-the-counter) drugs being taken on a regular basis. The notice shall include the
28 duration of ingestion and the possible side effects.

29 **Procedures**

30 The execution and enforcement of this policy will follow set procedures to screen bodily fluids,
31 conduct breath testing, and/or search of employee/applicants for alcohol and drug use, and those
32 employees suspected of violating this policy who are involved in a reportable accident or who are
33 periodically or randomly selected. The procedures are designed not only to detect violations of this
34 policy, but also to ensure fairness to each employee. Disciplinary action will be taken as necessary as
35 outlined below.

36

37

1 **Implementation**

2 The Superintendent of Schools is authorized to implement this policy and procedures for the drug
3 testing program, including a periodic review of the program to address any problems, changes and/or
4 revisions of it, maintenance of all records required by the federal regulations, and determination upon
5 Board approval of how the program will be accomplished, whether in-house, contracted or by
6 consortium.

7 **Dissemination**

8 The Superintendent of Schools shall be responsible for communicating this policy and the procedures
9 to all employees affected by this policy and shall be accountable for its consistent enforcement.² The
10 Superintendent of Schools or designee is designated to answer questions about this policy, procedures
11 and all other matters involved in alcohol and controlled substance testing of CDL drivers and the
12 reasonable suspicion testing of all other employees.

Legal References

1. Omnibus Transportation Employee Testing Act of 1991, 49 USCA § 5331
2. 49 CFR § 382.601

Cross References

Alcohol & Drugs in the Workplace 1.804

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Complaints About School Personnel	Descriptor Code: 5.502	Issued Date: 04/03/23
		Rescinds: 5.502	Issued: 04/04/22

- 1 Whenever a complaint about an employee is made to the Superintendent of Schools, it will be referred
2 to the school administrator or principal for resolution unless Board policy requires other action. The
3 employee involved will be advised if the complaint is deemed valid. The employee will be given
4 opportunity for explanation, comment, and presentation of the facts as they see them.
- 5 If, after such procedure is followed there is still a question or complaint, the matter shall then be
6 referred to the Superintendent of Schools.
- 7 Individuals or groups desiring to speak to the Board about school personnel ~~shall follow the same~~
8 ~~procedures as outlined in board policy dealing with public participation at board meetings~~ **may contact**
9 **Board members directly through contact information provided on the School System website.**

Cross References

Appeals To & Appearances Before the Board 1.404

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Non-System Employment	Descriptor Code: 5.607	Issued Date: 04/03/23
		Rescinds: 5.607	Issued: 04/05/21

1 PROFESSIONAL PERSONNEL

2 An employee will not perform any duties related to any non-system position during their regular
3 working hours or during the additional time that the responsibilities of the position require, nor will an
4 employee use any ~~Board of Education~~ **school system** facilities, equipment or materials, including the
5 ~~Board's~~ technology/computer system and networks and any configuration of hardware and/or software,
6 in performing outside work without the permission of the Superintendent of Schools ~~or~~ /designee. The
7 Board's technology resources will be used only for learning, teaching and administrative purposes
8 consistent with the Board's mission and its goals. Commercial use of the ~~Board~~ **school system**'s
9 resources is strictly prohibited.

10 A professional position may require additional hours during evenings or other times when schools and
11 offices may be closed. Non-system employment is regarded as employment for compensation which is
12 not within the duties and responsibilities of the employee's regular position with the school system.

13 When the periods of work are such that certain evenings, days or vacation periods are duty-free, the
14 employee may use such off-duty time for the purposes of employment outside of Johnson City
15 Schools, provided all the following conditions are met:

- 16 1. The work in no way interferes with their work in the school system;
- 17 2. The work in no way reflects detrimentally upon the school system or its image;
- 18 3. If the work is for ~~another~~ **another** educational institution, the work may not exceed fifteen (15)
19 clock hours beyond their regular employment per week and may not exceed four hundred (400)
20 clock hours out of any nine (9) month period.
- 21 4. If the additional part-time work is or includes teaching in an institution of higher education,
22 such teacher shall be limited to teaching no more than two (2) courses per quarter or semester.
- 23 5. Such outside obligations do not prevent the individual from assuming duties required by the
24 regular position; and
- 25 6. The individual does not receive remuneration for work which is customarily within their
26 regular position.¹

27 CLASSIFIED PERSONNEL

28 Classified personnel shall not be prohibited from holding employment outside the school system so
29 long as such employment does not interfere with regular and overtime scheduled duties for the school
30 system.

31 Employees who are on leave (paid or unpaid, other than military service) from the system continue to
32 be employed by the system and are subject to the above conditions.

Legal References

1. TCA 49-5-410

Cross Reference

Staff Conflicts of Interest 5.601

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Use of School System Technology	Descriptor Code: 5.609	Issued Date: 04/03/23
		Rescinds: 5.609	Issued: 04/05/21

1 The Board **of Education** supports the reasonable access to various information formats and believes it
2 incumbent upon staff to use this privilege in an appropriate and responsible manner.

3 Before any employee is allowed use of the school system's network, the employee shall sign a written
4 agreement, developed by the Superintendent/designee that sets the terms and conditions of such use.
5 Any employee who accesses the district's computer system for any purpose agrees to be bound by the
6 terms of that agreement, even if no signed written agreement is on file.

7 Prohibited and illegal activities include but are not limited to the following:¹

- 8 1. Sending or displaying offensive messages or pictures;
- 9
- 10 2. Using obscene language;
- 11
- 12 3. Harassing, insulting, defaming, bullying or attacking others;
- 13
- 14 4. Hacking or attempting unauthorized access to any computer or server;
- 15
- 16 5. Violation of copyright laws;
- 17
- 18 6. Trespassing in another's folders, work, or files;
- 19
- 20 7. Using another's password or other identification (impersonation) or creating a false persona;
- 21
- 22 8. Excessive or inappropriate use of the network for commercial purposes;
- 23
- 24 9. Excessive or inappropriate buying or selling on the Internet for personal use; and
- 25
- 26 10. Excessive or inappropriate ~~using~~ **use of** school or system computers for personal business.

27 Additionally, employees shall not use school system technology for purposes prohibited by law or for
28 accessing sexually explicit materials. The Board retains the right to regularly monitor the on-line
29 activities conducted on school system technology.

30 E-Mail

31 **All school system employees shall use the email address assigned by the School System for all**
32 **communication related to school system business and students.** Users with network access shall not

1 utilize School System resources to establish electronic mail accounts through third-party providers or
2 any other nonstandard electronic mail system. All data, including e-mail communications stored or
3 transmitted on school system equipment, shall be monitored. Employees have no expectation of
4 privacy with regard to such data. E-mail correspondence may be a public record under the public
5 record's law and may be subject to public inspection.² E-mail and attachments transmitted via the
6 school system's network will be archived for a minimum period of one (1) year.

Legal References

1. TCA 39-14-602
2. TCA 10-7-512

Cross References

Use of Electronic Mail (e-mail) 1.805
Web pages 4.407
Use of the Internet 4.406

Johnson City Board of Education			
Monitoring: Review: Annually, in February	Descriptor Term: Substitute Teachers	Descriptor Code: 5.701	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 **Substitute teachers are those teachers used to replace teachers on leave or to fill temporary**
2 **vacancies until a licensed teacher is available.^{1,2} Substitute teachers may be employed and paid**
3 **directly by the Board of Education or by a third-party employer through an agreement between**
4 **such third-party employer and the Board.**

5 **Substitute teachers employed by third party entities shall be subject to the same unemployment**
6 **benefit eligibility conditions as substitute teachers employed directly by the Board.²**

7 **APPLICATION/QUALIFICATIONS**

8 **Criminal history record checks and fingerprinting of applicants for substitute teaching are**
9 **required.³**

10 **Applicants with revoked or suspended licenses or certificates according to the State Board of**
11 **Education shall not be hired.⁴**

12 **Qualifications for substitute teachers shall be determined by the Superintendent of Schools in**
13 **compliance with board policy, state laws, and State Board of Education rules and regulations.**

14 **A list of substitute teacher(s) will be prepared by the Human Resources Department who will**
15 **maintain file(s) which may include transcripts, credentials, recommendations, and other pertinent**
16 **information.**

17 **COMPENSATION**

18 **If employed directly by the district, the compensation of substitute teachers shall be determined**
19 **annually by the Board.**

20 **Retired teachers serving as substitutes who do not have an active teaching license shall be paid the**
21 **same as a retired substitute teacher with an active teaching license. This only applies to teachers**
22 **who retired after July 1, 2011 through July 1, 2016.⁵**

23 **CERTIFICATION**

When substituting for a regular teacher who has been absent for twenty (20) consecutive days, a
substitute teacher shall possess a teaching certificate with endorsement in the discipline(s) to be
taught or shall be a retired teacher that held the appropriate endorsement.⁶ When substituting for

a teacher without sick leave, the substitute shall be certified and paid according to the state salary schedule.¹

1 **EMERGENCY NEEDS**

2 **All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency**
 3 **situations. Emergency use shall be defined as less than a full day due to the regular or substitute**
 4 **teacher being unable to arrive on time or remain for the full day.**

5 **Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would**
 6 **receive under similar circumstances or their regular salary, if higher; however, they shall not**
 7 **receive pay for both positions at the same time.**

8 **TRAINING AND ORIENTATION**

9 **The Superintendent of Schools shall be responsible for ensuring that there are appropriate**
 10 **training and development programs for substitute teachers that includes the annual school safety**
 11 **training required by state law.⁷**

12 **RESPONSIBILITIES**

13 **Substitute teachers shall assume the same responsibilities as the regular teacher, including but not**
 14 **limited to, bus duty and playground supervision.**

15 **RE-EMPLOYMENT/TERMINATION**

16 **On an annual basis, the Superintendent of Schools, with input from the Human Resources**
 17 **Department and principals, shall determine which substitute teachers performed at an acceptable**
 18 **level. Substitute teachers who performed below an acceptable level shall not be re-employed.**

All substitutes shall be responsible for providing correct addresses and phone numbers and for
notifying the principal and/or third-party employer if they wish to terminate their service as
substitutes.

19

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\(7\)](#)

Cross References

Background Investigations 5.118
 Employment of Retirees 5.119

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Superintendent of Schools Recruitment and Selection</h2>	Descriptor Code: <h3 style="text-align: center;">5.801</h3>	Issued Date: <h3 style="text-align: center;">04/04/19</h3>
		Rescinds: <h3 style="text-align: center;">5.801</h3>	Issued: <h3 style="text-align: center;">06/01/09</h3>

1 When a vacancy occurs, the appointment of a Superintendent of Schools is a function of the Board of
 2 Education.¹ The Board is responsible for hiring the person it believes can most effectively translate
 3 into action the policies of the Board and the goals of the community and the professional staff.
 4

5 **The Superintendent of Schools shall be employed by the Board under written contract for a**
 6 **maximum of four (4) years, which may be renewed. No school board, however, may either**
 7 **terminate, without cause, or enter into a contract with any Superintendent of Schools during a**
 8 **period extending from forty-five (45) days prior to the general school board election until thirty**
 9 **(30) days following such election. Any vacancy in the office of the Superintendent of Schools which**
 10 **occurs within this period shall be filled on temporary basis, not extending beyond sixty (60) days**
 11 **following the general school board election.² No school board shall extend the contract of a**
 12 **Superintendent of Schools without giving notice of the intent to do so at least fifteen (15) calendar**
 13 **days prior to the scheduled meeting at which action shall be taken.³**

14 The Board may employ a consultant to advise and assist the Board in the search and selection process.
 15 However, final selection shall rest with the Board after a thorough consideration of qualified
 16 applicants. An interim Superintendent of Schools appointed during the time of a search shall not
 17 become a candidate unless the Board expressly permits such inclusion in the selection procedures. A
 18 board member may not apply for or in any other way be considered for the position of Superintendent
 19 of Schools.²

20 Prior to conducting a search to fill the position, the Board shall approve:

- 21 * a job description
- 22 * a timeline
- 23 * a process for accepting and reviewing applications
- 24 * selection procedures which may include, but not be limited to, the following:^{3,4}

- 25 1. The Board may invite the community, including Board employees, to participate in the process
 26 of selecting a Superintendent of Schools. Resumes of persons interviewed by the Board shall
 27 be available in the central office for public inspection.
- 28 2. The interview process for each finalist may include meetings with various staff and community
 29 groups and an interview with the entire board.
- 30 3. Candidates may be interviewed by the Board in an open session. Only Board Members will be
 31 allowed to ask questions during the interview.
- 32 4. The Board will attempt to select a Superintendent by unanimous vote, but a majority vote of the
 33 membership of the Board shall be required for the appointment of a Superintendent of Schools.
 34

Legal References

1. TCA 49-2-203(a)(14)
2. TCA 49-2-203(a)(1)(D)
3. ~~TCA 49-2-203(a)(14)(B)~~ **TCA 49-2-203(a)(13)(C)**
4. **TCA 49-2-203(a)(14)(B)**

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Evaluation of the Superintendent of Schools	Descriptor Code: 5.803	Issued Date: 06/04/24
		Rescinds: 5.803	Issued: 04/03/23

1 Through an annual evaluation of the Superintendent of Schools,¹ the Board of Education will strive to
2 accomplish the following:

- 3 1. Clarify the role of the Superintendent of Schools according to a job description as agreed upon
4 by the Board and the Superintendent;
5
- 6 2. Develop harmonious working relationships between the Board and the Superintendent of
7 Schools; and
8
- 9 3. Develop improvements in the administrative leadership of the school system.

10 The Board will develop, with the Superintendent of Schools, a set of performance objectives based on
11 the needs of the system. The performance of the Superintendent of Schools will be reviewed in
12 accordance with these specified goals.

13 The Board **shall** evaluate the performance of the Superintendent of Schools annually.

14 The following guidelines will be used in the evaluation process:

- 15 1. The Superintendent of Schools will know the standards upon which they will be evaluated and
16 will be involved in the development of those standards.
17
- 18 2. A part of the evaluation may be a composite of the evaluation by individual board members, but
19 the Board, as a whole, may meet with the Superintendent of Schools to discuss the composite
20 evaluation.
21
- 22 3. The evaluation shall include a discussion of strengths as well as weaknesses.
23
- 24 4. Both the Board and Superintendent of Schools will prepare for the evaluation; the Superintendent
25 will conduct a self-evaluation and board members will document the evidence used in rating the
26 Superintendent of School's performance.
27
- 28 5. All documentation will be supported by objective evidence.

Legal References

1. [TCA 49-2-203\(a\)\(15\)](#)

Cross References

Board-Superintendent Relations 1.205

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Board Collaborative Conferencing Agent	Descriptor Code: 5.902	Issued Date: 04/03/23
		Rescinds: 5.902	Issued: 05/07/18

1 If the Board of Education and Professional Employees enter into Collaborative Conferencing, the
2 Board of Education shall appoint at least seven (7), but not more than eleven (11) persons, to serve as
3 management personnel.

4 The collaborative conferencing panel is appointed for a three (3) year term. The Board shall designate
5 one of the persons as spokesperson.

6 The spokesperson shall have the following responsibilities:

- 7 1. To serve as the Board's spokesperson during conferencing;
- 8
- 9 2. To report to the Board and work in consultation with the Superintendent of Schools;
- 10
- 11 3. To make progress reports and news releases as approved by the Superintendent of Schools; and
- 12
- 13 4. To make available information regarding negotiations as required by law.¹

14 Annually, the Board will determine an additional amount of compensation for members of the
15 collaboration team.

16 *Superintendent Of Schools' Role In Collaborations*

17 The Superintendent of Schools is a member of management personnel.²

18 The Superintendent of Schools or designee shall serve as a member of the Board's conferencing team.

19 The Superintendent of Schools or designee duties shall be:

- 20 1. To consult with the Board on all proposals presented to the Board's conferencing team; and
- 21
- 22 2. To coordinate the collective efforts of the central office staff and the Board's conferencing
- 23 team.

Legal References

1. TCA 8-44-101 through 106
2. TCA 49-5-608

Johnson City Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Fundraising Activities	Descriptor Code: 2.6011	Issued Date: 05/07/24
		Rescinds: 2.6011	Issued: 04/03/23

1 *General*

2 The following guidelines shall be followed:¹

- 3 1. Fundraising activities shall be authorized by the Board **of Education** and shall be for the purpose
4 of supplementing funds for established school programs and not for replacing funds which are
5 the responsibility of the Board.
6
- 7 2. Fundraising companies and other salespersons shall obtain permission in writing from the
8 Superintendent of Schools' office in order to visit the schools.
- 9 3. Any commission payable by companies shall be paid in the form of reduced prices to the students
10 or paid into the activity fund of the school for use by the school. No school employee shall
11 personally benefit from any fundraising activity.
- 12 4. The principal shall obtain written approval from the Superintendent of Schools/designee for all
13 fundraising activities, including online fundraising activities, which involve the participation of
14 the general student population in the marketing process of the fundraising effort. All other
15 fundraising activities, including online fundraising activities, shall have written approval from
16 the principal and comply with all administrative procedures issued by the Superintendent of
17 Schools. The authorization request shall contain the following information:²
- 18 a. A list of the proposed fundraising activities;
19
- 20 b. Type of fundraising activity;
- 21 c. Purpose of the fundraising activity;
- 22 d. Proposed uses of funds raised;
- 23 e. Expected student involvement in fundraising activity (school-wide, individual class, or
24 club); and
- 25 f. Margin of profit and how it is to be paid to the school.
- 26
- 27 5. The Superintendent of Schools shall determine whether or not the activity will benefit the school,
28 contribute to the welfare of the student body, and supplement, not replace, funds necessary to
29 fulfill the Board's required contributions.

1 6. Students shall not be excused from a regular class to participate in a fundraising activity. No
2 grade in a subject or course shall be affected by a student's participation in a fundraising activity.

3 7. No quotas shall be imposed on students involved, and their efforts shall be voluntary. Students
4 who do not participate in fundraising activities shall not be punished or discriminated against in
5 any way.

6 This policy shall not be construed as preventing a teacher from using instructional or informational
7 materials even though the materials might include reference to a brand, a product, or a service.

8 **LOTTERIES**

9 Any fundraising activity which distributes prizes or makes awards to winners from among purchasers of
10 chances by means of tickets through a random selection process must comply with all relevant laws.³

11 **CROWDFUNDING¹**

12 Crowdfunding is the practice of fundraising via the internet. Individual schools may establish school-
13 wide online fundraising accounts. The number of crowdfunding vendors and the number of authorized
14 users should be limited. The accounts shall meet all fundraising requirements established by the Board
15 and the *Internal School Funds Manual*. The principal/designee of each school shall have access to the
16 established fundraising account to ensure all funds are properly accounted for, and the information is
17 recorded in the school's accounting records by the designated personnel. Donations are property of the
18 school and should be directly deposited into the school's bank account. Online fundraising shall not be
19 used on behalf and for the benefit of an outside party.

20 An employee shall not engage in online fundraising for educational purposes in ~~his/her~~ **their** official
21 capacity as a district employee or make any reference to non-school sponsored fundraisers, online or
22 otherwise, that would lead another to believe such activity is an approved school fundraiser.

Legal References

1. [Internal School Funds Manual, Section 4-28 through 4-31](#)
2. [Internal School Funds Manual, Section 4-29](#)
3. [Tenn. Att'y Gen. Op. No. 03-049 \(Apr. 22, 2003\)](#)

Cross References

Revenues 2.400
School Support Organization 2.404
Audits 2.703
Vendor Relations 2.809
Student Activity Funds Management 2.900
Staff Gifts and Solicitations 5.605

Johnson City Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: <h2 style="text-align: center;">Teacher Effect Data</h2>	Descriptor Code: 5.1141	Issued Date: 04/04/22
		Rescinds: 5.1141	Issued: 05/07/18

1 The estimates of specific teacher effects on the educational progress of students shall not be a public
 2 record and will be made available only to the specific teacher, the teacher’s appropriate
 3 administrator(s) as designated by the **Board of Education** and to Board members.¹ The Board appoints
 4 the Superintendent **of Schools**/designee as the designated appropriate administrator. A list of
 5 designated administrators will be sent to the Executive Director Office of Accountability, State of
 6 Tennessee, before October 1 of each year.

7 ~~The guidelines for distribution, security and application of the teacher effect data shall be kept on file~~
 8 ~~in the central office and will be given to the teacher, the designated administrator, and all Board~~
 9 ~~members and shall become an administrative procedure to be updated as needed by the Superintendent~~
 10 ~~of Schools.~~

Legal References

1. TCA 49-1-606(b); TCA 10-7-504(a)(23)

Cross References

Personnel Records 5.114

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: <h2 style="text-align: center;">Employment of Non-Certified Administrative and Supervisory Personnel</h2>	Descriptor Code: <h3 style="text-align: center;">5.8001</h3>	Issued Date: <h3 style="text-align: center;">05/01/06</h3>
		Rescinds:	Issued:

- 1 Non-certified administrative and supervisory personnel shall possess sufficient training and experience
- 2 to perform the services required and such additional qualifications as the Board **of Education** and/or
- 3 the Superintendent of Schools shall determine.

- 4 Such personnel shall be allowed the same sick leave, personal leave, short term leave, long term leave
- 5 and vacation as certified administrative personnel.

- 6 Years of service awarded will be determined by the Superintendent of Schools after an evaluation of
- 7 the employee's qualifications, experience, degree(s) and skills.

Legal References

1. ~~TCA 49-2-301(a)~~

BOARD OF EDUCATION CALENDAR OF EVENTS

MARCH 2025

March 3, 2025

Special Session to Review Policy, 5 p.m., Maple Room

March 3, 2025

Regular Board Meeting, 6 p.m., Board Room

March 17-21, 2025

Spring Break

March 20-23, 2025

COSSBA, Atlanta GA

March 31, 2025

SHHS Awards Program (hosted by BOE), 6 p.m., SH Auditorium

April 2025

April 4, 2025

Make Up Day For Inclement Weather

April 7, 2025

Regular Board Meeting, 6 p.m., Board Room

May 2025

May 5, 2025

Regular Board Meeting, 6 p.m., Board Room

May 23, 2025

Last Day of School for 2024-2025 SY – ½ day for students

May 24, 2025

Administrative Day

May 24, 2025

SHHS Graduation, 10 a.m. Freedom Hall

May 26, 2025

Holiday for All Schools and All 12-month employees

June 2025

June 2, 2025

Regular Board Meeting, 6 p.m., Board Room

July 2025

July 4, 2025

Independence Day Holiday for all 12-month employees

July 7, 2025 (TBD)

Regular Board Meeting, 6 p.m., Board Room (Subject to change)

CERTIFIED RETIREE

Miles, Nancy

STEM Coach
Science Hill High School
05/25/2025

CERTIFIED HIRES

Goodger, Elisha

Interim 4th Grade Teacher
Fairmont Elementary
Replace: Madison Ratner
02/17/2025- 05/04/2025

Pietkiewicz, Travis

Special Education Teacher
Liberty Bell Middle
Replace: Jeana Hughes

Acevedo, Carmen

Family Success Liaison
Liberty Bell Middle
New Position

CLASSIFIED LEAVE

Collins, Jordan

Softball Coach
Indian Trail Middle
Thru 3/24/2025

CLASSIFIED RESIGNATIONS

Rice, Brayden

EduCare Assistant
Part Time
Woodland Elementary
02/11/2025

Auman, Shaylei

Custodian
Full Time
Liberty Bell Middle
01/27/2025

Carr, Vicki	Special Education Assistant Part Time South Side Elementary 02/04/2025
Tucker, Johnny	Track Coach Seasonal Science Hill High School 02/04/2025
Tuck, Benjamin	Special Education Assistant Full Time Indian Trail Middle 02/07/2025
Clouse, Destiny	Custodian Full Time Science Hill High School 02/12/2025
Leonard, Rayven	Custodian Part Time Science Hill High School 02/12/2025
Dean, Thomas	Permanent Substitute Full Time Indian Trail Middle 02/07/2025
Blackburn, Andrea	Head Track Coach Seasonal Indian Trail Middle 02/21/2025
Charles, Noah	Assistant Track Coach Seasonal Indian Trail Middle 02/12/2025

Miller, Melissa

Topper Tots Caregiver
Part Time
Woodland Elementary
02/12/2025

CLASSIFIED TERMINATIONS

Trusty, Devonte

Custodian
Full Time
South Side Elementary

CLASSIFIED HIRES

Lakey, Jaylen

Topper Tots Caregiver
Part Time
CTE
New Position

Johnson, Sarah

Assistant Track Coach
Seasonal
Liberty Bell Middle
Replace: Gabby Charles

Jones, Jeffrey

Custodian
Full Time
Science Hill Middle
Replace: Richard Gallina

Hubbard, Allison

Family Success Coordinator
Full Time
Science Hill High School
Replace: Jennifer Delahoussaye

Gamboa, Eileen

Café Worker
Part Time
Science Hill High School
New Position

Seehorn, Hunter

RTI Assistant
Part Time
Woodland Elementary
Replace: Judith Ruskus

Tovar, Stephanie	RTI Assistant Part Time Cherokee Elementary Replace: Aleksandra Gentry
Todd, Elizabeth	EduCare Director Part Time North Side Elementary Replace: Madison Olson
Wheeling, Miachel	Interim Softball Coach Seasonal Indian Trail Middle Replace: Jordan Collins Thru 03/24/2025
Davis, Katherine	Permanent Substitute Full Time Indian Trail Middle Replace: Thomas Dean
Konarski, Hunter	Assistant Swim Coach Seasonal Science Hill High School Replace: Judy Holt
Muingeh, Kpadeh "KP"	Assistant Boys Soccer Coach Seasonal Liberty Bell Middle New Position not filled last year
Wray, Brooklyn	EduCare Assistant Part Time Lake Ridge Elementary Replace: Caroline Estes
Haynes, Victoria	Topper Tots Caregiver Part Time Woodland Elementary Replace: Melissa Miller

Kurtz, Natasha

EduCare Assistant
Part Time
North Side Elementary
Replace: Lauren Graybeal

Long, Hadlee

EduCare Assistant
Part Time
Northside Elementary
Replace: Gracie Bolthouse Merrick

Prytherch, Lael

CDC Assistant
Full Time
Woodland Elementary
Replace: Ricky Oncale

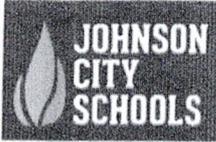
CLASSIFIED TRANSFERS

Brown, Douglas

Interim Head Custodian
Full Time
South Side Elementary
Replace: Joe Estep

Skipper, Misty

Custodian
Full Time
North Side Elementary
Replace: Douglas Brown



Donation Submittal to BOE Form

School/Program: South Side / Allie's Animals

From: Leah Knotts

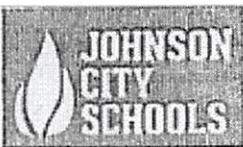
Date: 2/6/2025

Amount: \$ 100.00

Donor: The Ackermann Family

Donation Stipulation/Restriction:

Cash donation in memory of Allie Foster to purchase books for
Allie's Animal section in South Side Library.



Donation Submittal to BOE form

School/Program: SHHS Deposit code: L91005

From: Sandy McInturff Date: 2/18/25

Josh Berry

AP Access for All- Niswonger Foundation

Amount : \$248.84 Donor: Niswonger Foundation

address: 223 N Main St PO Box 15
Greeneville, TN 37745

Donation Stipulation/Restriction:

\$0.00

\$0.00

\$0.00

\$0.00



AP Access for ALL 2024-2025 Mini-Grant Awards

To whom it may concern,

The AP Access for ALL administrative team is excited to announce that a teacher at your high school has been awarded a grant from the Niswonger Foundation/AP Access for ALL program to purchase items for their classroom. Full information regarding the requested and approved items was emailed to the teacher, principal, and bookkeeper. Please search your junk/spam folder as the email may have been filtered there. If you did not receive this email, contact the Director of AP Access for ALL, Gina Pavlovich.

By accepting this grant and depositing the check, you are certifying that these funds will be used exclusively for the purpose for which the grant was requested. In addition, your organization is certifying that no tangible benefits, goods, or services will be received by the Niswonger Foundation or AP Access for ALL.

It has been our pleasure to partner with your high school this year and assist your classroom teacher and students with the approved goods and/or services.

Sincerely,

L 91005

A handwritten signature in black ink, appearing to read 'E. Pavlovich', is written over a horizontal line.

E. Gina Pavlovich
Director AP Access for ALL
gpavlovich@niswongerfoundation.org

Enclosure



Donation Submittal to BOE Form

School/Program: Science Hill Baseball 95000

From: Ryan Edwards Date: 2-3-25

[Handwritten signature]

Amount: 125.00

Donor: Josh Berry

Donation Stipulation/Restriction:

~~Restricted~~ Non-Restricted Donation
("In memory of Mr. Jim Brown")



Donation Submittal to BOE form

School/Program: SHHS Deposit code: L95007

From: Sandy McInturff Date: 1/9/25

DAVID STRICKLAND BOYS SOCCER COACH

Amount : \$3,547.61 Donor: SHHS BOYS SOCCER

address: BOOSTERS

Donation Stipulation/Restriction:

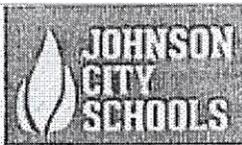
\$0.00

\$0.00

\$0.00

\$0.00

E-MAILED
FEB 06 2025



Donation Submittal to BOE form

School/Program: SHHS

Deposit code: 70149

From: Sandy McInturff

Date: FEB 05 2025

Mike Mestan
Michael Mestan

Amount: 100.00

Col (Ret) John Carpenter
Brenda Carpenter
900 E 8th Ave

address: JC 37601

Donation Stipulation/Restriction:

NONE

\$0.00

\$0.00

\$0.00

\$0.00

E-MAILED
FEB 06 2025



Donation Submittal to BOE Form

School Program FBLA

Account # 80122

From: JUSTIN SNYDER

Date: 2/17/25

Amount: \$ 4,200.00

Donor: SNYC SPACE

Donation Stipulation/Restriction:

To be used for FBLA State or National Competitions

Future Business Leaders of America

PDP Awarded Professional Learning Events March 1 - March 31, 2025 as of February 17, 2025

Event Title	Event Status	Event Categories	Event Start Date	Instructor	Location	Confirmed	Cancelled	Attended	Evaluations Completed
Care Counselor Supervision	Active	Classified Staff	3/6/2025	Dr. Rebecca Sapp	Multiple	0	0	0	0
ITMS/LBMS Mar. District Content Meeting	Active	All Classes	3/12/2025	Dr. Chris Feathers	Multiple (see registration details)	0	0	0	0
Stop The Bleed (Extension Session of "Warning Signs" Book Study)	Active	All Classes Book Studies	3/26/2025	Clint Philbrick	Science Hill High School	7	0	0	0
Care Counselor Supervision	Active	Classified Staff	3/27/2025	Dr. Rebecca Sapp	Multiple	0	0	0	0
504 Content Meeting	Active	All Classes SpEd	3/27/2025	Dr. Allecia Frizzell; Tina Lunsford	Board Room	0	0	0	0
						9	0	0	0

2025 Board Committee Reports

1. **Athletic Committee** – Rick Smith, Jonathan Kinnick and Paula Treece
2. **Communications Committee** – Celia Martin and Paula Treece
3. **Collaborative Learning Council (CLC):**
(Usually, the 4th Tuesday of every month from 3:30-5:30 pm)
 - January 28, 2025 – Paula Treece – (Location: Mountain View)
 - February 25, 2025 – Jonathan Kinnick – (Location: Woodland)
 - March 25, 2025 – Rick Smith – (Location: Science Hill CTE)
 - April 22, 2025 – Kathy Hall
 - May 20, 2025 – Paula Treece
 - August 2025 TBD – Dr. Ginger Carter – (Location: Board Room)
 - September 2025 TBD – Tom Hager – (Location: North Side)
 - October 2025 TBD – Celia Martin – (Location: Liberty Bell)
 - November 2025 TBD – Kathy Hall – (Location: Science Hill)
4. **Facilities/Capital Improvements/Site Selection Committee** – Dr. Ginger Carter, Kathy Hall and Jonathan Kinnick
5. **Finance Committee** – Rick Smith, Tom Hager, Kathy Hall, and Jonathan Kinnick
6. **Foundation Board** – Celia Martin and Kathy Hall
7. **Policy Committee** – Kathy Hall, plus one other Board Member:

<u>Section</u>	<u>Committee Meets</u>	<u>Board Review 5:00 p.m.</u>	<u>Board Member</u>
One – School Board Operations	August	November	Jonathan Kinnick
Three – Support Services	September	November	Dr. Ginger Carter
Four – Instructional Services	October	November	Tom Hager
Six – Students	January	February	Celia Martin & Rick Smith Student Reps
Two – Fiscal Management	November	March	Paula Treece
Five – Personnel	December	March	Celia Martin & Rick Smith

8. **School Zone Assignment Advisory Committee** – Celia Martin, Tom Hager and Paula Treece
9. **Sick Leave Bank Trustee** – Tom Hager
10. **Superintendent’s Compensation Committee** – Paula Treece (Chair) and Jonathan Kinnick
11. **Legislative Liaison** – Paula Treece
12. **Safety Security Committee** - Dr. Ginger Carter, Kathy Hall and Jonathan Kinnick
13. **Student Activities Committee** – Rick Smith, Kathy Hall, and Paula Treece
14. **JC Council of PTAs Committee** - Paula Treece
15. **Hall of Fame Committee** – Paula Treece

***JOHNSON CITY
BOARD OF EDUCATION
UPCOMING MEETINGS***

- **March 3, 2025, Special Session to Review Policy, 5 p.m., Maple Room**
- **March 3, 2025, Regular Board Meeting, 6 p.m., Board Room**

- **April 7, 2025, Regular Board Meeting, 6 p.m., Board Room**

- **May 5, 2025, Regular Board Meeting, 6 p.m., Board Room**

- **June 2, 2025, Regular Board Meeting, 6 p.m., Board Room**

- **July 7, 2025 (TBD) Regular Board Meeting, 6 p.m., Board Room
(Subject to change)**