



Johnson City Board of Education Regular Meeting

March 2, 2026

The Johnson City Board of Education met in regular session on March 2, 2026, at 6:00 PM in the Board Room at the Central Office.

Attendance Taken at 6:09 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
- Cherokee Elementary's after-school Boomwhacker Choir, led by music teacher Thomas Richardson, performed "Stand By Me" and a surprise final piece.
- Dr. Yecenia "Jesse" Cigarroa noted that Cherokee was named a Reward School.

2. RECOGNITIONS

- Asiyah Yett, a eighth-grade student at Indian Trail won the JCCPTA Presidents Award for the artwork "I Belong," to be hung in the boardroom.
- Nora King, a second-grade student at Southside won "Future Scientist" in the Wonder Kids contest, selected from 900 students; the prize included WonderWorks passes, nominated by STEM teacher Heather Atkins.
- Teacher, Ryan Glenn at Lake Ridge was selected for the TVA EnergyRight School program cohort; a \$10,000 award planned to support the environmental program and AV team for educational content.

- Four Science Hill students were named National Merit Finalists: Clara Hagemeyer, Saxon Mattison, (also a TSSAA wrestling state medalist, placed in 5th), Zoe Norman and Sawyer Ward.
- Wrestling achievements:
 - Sawyer Ward: state champion at 152 lbs; first-ever four-time TSSAA state medalist at Science Hill since girls wrestling that was sanctioned in 2015; career record 152-10; placements listed for grades 9-12.
 - Chase Mullin: first Science Hill student to become a four-time TSSAA state medalist; placements listed for grades 9-12; record 176-9.

3. ADOPTION OF AGENDA

Motion to adopt the agenda. With a motion by Mr. Jonathan Kinnick 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

Mr. Joe Barnes spoke on behalf of Mr. Brian Ross:

- **Town Acres:** strong progress due to good weather; underground electrical and sewer work advanced; Saturday work occurred.
- **Vestibules:** nearing completion after team review and walkthrough.
- **Indian Trail:** doors and related items ordered.
- **Foundation work:** at Town Acres utilized a "raft" approach with geotechnic fabric to blend unsuitable/suitable soils; first raft larger (expected), second smaller.

B. Financial Report Ending January 31, 2026

Motion to approve the Financial Report Ending January 31, 2026 as submitted by Ms. Leia Valley. With a motion by Mrs. Kathy Hall 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

- January revenues: \$12,828,000; includes \$4,493,000 in property tax revenue.
- Local option sales tax: \$1,849,000 for January, 5.6% above the same period last year.
- Expenditures: \$8,500,000; net fund balance increase: \$2,808,000.

- Ms. Leia Valley noted State-funded per-pupil (TISA, excluding outcomes incentives and state grants): \$6,461.

C. Update on Sales Tax - PEP

- January deposits to PEP: \$304,000 (city) and \$179,000 (schools).
- Month-end PEP balance: \$3,371,000.
- Bonds issued for Town Acres (not full amount); net proceeds after issuance costs: \$25,550,000 in capital projects.

D. JCS Update

Dr. Erin Slater thanked Board Members for attending the BOE Workshop that was held last Thursday. A major part of the work was refining objectives and strategies for the Five - Year Strategic plan.

1. Strategic Plan Update

Dr. Allecia Frizzell gave an overview of the planning process of the current plan that was developed and adopted by the Board in 2022 to 2027. Each year that plan is reviewed by Board Members and Supervisors then updated.

2. Medical Billing Reimbursement (Medicaid)

- Dr. Erin Slater noted that the SHAC (School Health Advisory Committee met on February 19. After additional review, the recommendation is to proceed with Stellar Therapy Services to capture additional Medicaid reimbursements in health services and special education.

6. UNFINISHED BUSINESS

7. CONSENT AGENDA

Motion to approve the Consent Agenda. With a motion by Mr. Jonathan Kinnick 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

- Dr. Ginger Carter asked Dr. Erin Slater to elaborate on item #7. H. Closure due to Inclement Weather. Dr. Slater discussed the unusual winter weather that led to back-to-back closures.
- The Board approved the administration's recommendation to pay all employees (classified, certified, hourly, salaried, 10/11/12-month) to avoid harm due to closures within one payroll period.
 - A. Approval of Minutes
 - B. Proposed Fundraising Activities
 - C. Request to write checks over \$5,000
 - D. Overnight Fieldtrip Requests
 - E. Request to Transfer Funds
 - F. Available Spaces for In-Zone Transfers for the 2026-2027 School Year
 - G. Fee Lists 2026-27SY
 - H. Closure due to Inclement Weather

8. RECOMMENDATIONS FROM THE SUPERINTENDENT FOR ACTION

A. Recommendation for Science Hill as a Tuition School for 2026-2027 School Year
Motion to approve the Recommendation for Science Hill as a Tuition School for 2026-2027 School Year. With a motion by Mr. Jonathan Kinnick 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

- Dr. Erin Slater noted the K-8 tuition recommendations to come at the next board meeting. Ms. Leia Valley agreed and noted the Tuition rates are expected to be set in April (budget meeting), with recommendations in May.

B. Policies for First Reading

Motion to approve the Policies for First Reading. 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

C. School-Based Telehealth

Motion to pull and postpone #8.C. School-Based Telehealth from the agenda. With a motion by Mr. Jonathan Kinnick 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

- Dr. Slater noted that the school-based telehealth services is something that the district is very interested in expanding mental health and physical health services for students. Unfortunately, the intended provider recently determined they could not meet equipment and supply needs within budget. The SHAC Committee will explore other providers and return with a recommendation in the future.

9. NEW BUSINESS

A. Legislative Update

Mrs. Paula Treece discussed the current legislative session for Tennessee:

- House bill 25 state Senate bill 16 was signed into law by the governor by Governor Lee last week as enacted it generally provides that a middle school student or a high school student who transfers from from one member school to another is immediately eligible to participate in interscholastic athletics at the member school to which the student transfers if certain criteria is met there'll be more out on this law and it'll be discussed at the TWSAA April legislative council meeting,
- State Bill 2434, House Bill 2147, as a mandate would create criminal offense for capturing images or videos over school grounds if done with the intention of conducting surveillance. This is on the TSBA legislative agenda. That's being heard on Wednesday in the House Criminal Justice Subcommittee.
- H.J.R. 146, this is a constitutional amendment which will allow local boards of education to approve lotteries conducted by non-profit school support organizations. So this is the cakewalk law. Because it's a constitutional amendment, this will need to be passed in this year's General Assembly, then passed again in the next General Assembly, which runs two years, 2027. And then in 2028. Then, if passed in both of those General Assemblies, it will be voted on by the people of Tennessee, in the next gubernatorial election after that, which will be November of 2030. Currently, in order to have any kind of lottery, it has to be approved by the state General Assembly. So, we have to wait until 2030 before we can approve cakewalks for our SSOs. That's actually being heard on Wednesday in House Finance Ways and Means Subcommittee.
- (The next couple of bills are opposed by the TSBA.) Tomorrow in the House K-12 Education Subcommittee, they're listening to State Bill 349 and House Bill 328. As amended, it will require boards of education to allow enrollment of out-of-district students, subject to available space, as well as prohibit the charge of tuition for these students.
- Senate Bill 2310 and House Bill 233 is in the House Education Administration Subcommittee tomorrow as introduced, it prohibits LEAs and public charter schools that serve students in any of grades kindergarten through five from allowing students to access digital device at school, allowing employees to use digital devices to provide instruction, and from administering assessments to students in electronic format, except in certain circumstances.
- Senate Bill 2445, House Bill 2226. is going to education administration subcommittee tomorrow. As introduced, it prohibits professional employees and local boards of education from collaborative conferencing. Prohibits a local board of education from allowing a professional employee's organization, to use or access facilities when such use or access, is otherwise prohibited by local board policies.
Mr. Jonathan Kinnick gave an update regarding vouchers. The Department of Education released some updated numbers last week. The data was a little convoluted. In addition, the application process changed this year. There's five different priorities and the subtotals add up to over 5,500 more than the grand total. Priority four is public schools and kindergartners. Looking at the math, it's not surprising that the vouchers are going to roughly 82% of students that are not attending public school or procedures for community use.

Mr. Rick Smith thanked Mr. Kinnick and reminded the community that this is an informational item presented by Mrs. Treece. The Board did pass a resolution last year

opposing vouchers. The other house bills don't necessarily reflect the position of this board as a whole, but we all could vote presumably and can voice our opinions to our legislatures. Mrs. Kathy Hall noticed some raised eyebrows in the audience regarding the Senate Bill 2310, House Bill 2393 that prohibits the use of digital devices for students in grades kindergarten through fifth grade in public charter schools. Ms. Treece noted that the Senate Bill 2310, House Bill 2393 will be heard in the House Education Administration. On Tuesday, and set for the Senate Education Committee on Wednesday, 3-4 pm. Our state senator, Rusty Crow, also sits on the Senate Education Committee.

B. Current Meeting Communication Follow Up

- Recognitions
- Draft of the 5 yr Strategic Plan

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. ADJOURNMENT

6:53 PM

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
Dr. Erin Slater, Superintendent of Schools

Recognitions for JCBOE School Board Meeting March 2026

- Asiyah Yett (Indian Trail) won the JCCPTA President's award. Her artwork for the National PTA Reflections contest "I Belong" was chosen by our Johnson City Council of PTAs president to be hung in the board room. Each year the JCCPTA president chooses one piece of artwork submitted for this honor.
- Nora King (South Side) won the Future Scientist category in our Wonderkids contest. She was selected out of 900 students in the state of Tennessee and won 4 all-access passes to Wonderworks in Pigeon Forge. Nora was nominated by our STEM teacher, Heather Atlee.
- Ryan Glenn (Lake Ridge) has been selected as one of the TVA EnergyRight: School Uplift Cohort 7 participants. This is a grant he applied for and he will be awarded \$10,000 to help the STEAM program at Lake Ridge.
- The following Science Hill students are National Merit Finalists:
 1. Clara Hagemeyer
 2. Saxon Mattison
 3. Zoe Norman
 4. Sawyer Ward
- Sawyer Ward (Science Hill) is the State Champion in Girls Wrestling, 152-pound division.
- Chase Smalling (Science Hill) became the first ever Science Hill student to become a 4x TSSAA Wrestling State Medalist.



BOARD OF EDUCATION

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

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



Johnson City Schools
Building Projects Update - March 2, 2026

Towne Acres

In progress: Grading, Storm drain installation, Footer excavation, Utility trenching
Beginning this month: Underground electrical, Underground plumbing, Footer concrete, Retaining walls

Elementary School Vestibules

Last Friday the project team walked Mountain View, Cherokee, and North Side
Substantial completion at these schools achieved Feb 27 - if final inspections at NS are passed this week
Some punch list items remain to be completed but should not prevent move in

Market Street Vestibule

Recently completed: Painting, LVT flooring, Storefront windows/doors
Upcoming: Refinish wood floors, HVAC & Electrical completion, Security windows
Possibly substantial completion by the end of March

Indian Trail

Exterior doors, frames, and hardware have been ordered (ETA end of April)
Request for expedited contractor procurement has been submitted to COJC purchasing director

**SCHOOL BOARD AGENDA ITEM
MARCH 2, 2026 MEETING**

ACTION ITEM

TOPIC: Financial Report for the month ending January 31, 2026.

BACKGROUND INFORMATION:

The unaudited financial report for the month ending January 31, 2026 is attached for your review.

Revenues:

Revenues received in the month of January totaled \$12,828,475, primarily consisting of the current property tax, local option sales tax, TISA, current property tax and the monthly appropriation from the City.

Current property tax received in January totaled \$4,792,597. Current proper tax collections through January are 47.7% above last year. This is a timing difference.

Local Option Sales Tax received for the month was \$1,848,622. As of January 31, 2026, Local Option Sales Tax collections have increased 5.6% for the year compared to last year through January 31st.

Tuition revenue has seen an increase throughout the year. As of the end of January, tuition revenue had increased 28.2% (\$48,424) from last year.

At the end of January, revenues totaled \$60,502,560 for the year. Total revenues increased 12.1% from January 31, 2025, primarily because of the State of TN bonus funds. Total revenues received through January 31, 2026, were at 53.2% of the budget. In comparison, last year total revenues received through January 31, 2025, were at 51.9% of the budget.

Johnson City Schools has received notification the school system will receive a High Performing LEA bonus because 50% or more schools in the system received an "A" letter grade. The total of the award is \$1,215,286.

Expenditures:

Expenditures for the month of January totaled \$8,499,755. Legal services totaling \$3,606 was paid for services rendered in December. Capital expenditures totaled \$14,171 for the wireless system upgrade at Science Hill High School, Liberty Bell Middle School and Indian Trail Middle School.

Expenditures for the year through January totaled \$57,694,626. Total expenditures as of January 31, 2026, were at 53.2% of the budget. In comparison, expenditures as January 31, 2025, were at 51.9% of the budget.

Fund Balance:

The General Purpose School Fund Balance had a net increase through January 31, 2026 of \$2,807,934. For the year, total Fund Balance is budgeted to decrease \$5,674,611. Total Fund Balance at the end of January was \$21,385,351. Total fund balance was above the fund balance target \$4,261,273.

Tax Rate Information:

Included is the tax rates for the surrounding systems. These are the rates for 2025. Sullivan County had a reappraisal year. Because of the reappraisal, all of Johnson City's rates were adjusted to balance out (equalization).

Educare/PreK/Infant Childcare Programs:

- Educare: The current rates set for the Educare programs are sufficient to cover the programs' operational costs. Based on current expenditures, the programs are operating sustainably. Programs overall are running a small net increase for the year. Projections will need to be run for possible staff pay increase for the 2026-2027 school year to see if any rate changes will be needed at that time.
- SHHS Topper Tots & Woodland Little Eagles: These programs are anticipated to see a loss this year consistent with what was projected when the rates were set last spring. The rate increases for 2025-2026 have made the projected loss for the year manageable. Projections show that rate increases will be needed for the 2026-2027 school year.
- Finance will be testing attendance records of the programs compared to fees charged and collected to make sure programs are correctly invoicing families. Also, student numbers compared to staffing will also be tested to see if any operational changes are needed before possible rate increases are calculated.

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, 2026

	Y-T-D 1/31/25	Y-T-D 1/31/26	Difference in Dollars	Difference in Percentage	FY25 Actual	FY26 Budget
<u>Revenues:</u>						
County Property Tax - Current	\$ 4,794,833	\$ 7,080,491	\$ 2,285,658	47.67%	\$ 13,317,974	\$ 12,738,140
Local Option Sales Tax	12,174,067	12,851,728	677,661	5.57%	21,445,655	20,752,299
TISA (Previously BEP)	28,392,257	30,416,627	2,024,370	7.13%	47,356,761	49,705,348
Tuition	171,727	220,151	48,424	28.20%	282,781	250,000
All Other Revenues	8,463,439	9,933,562	1,470,123	17.37%	19,530,849	19,417,178
Total Revenues	\$ 53,996,324	\$ 60,502,560	\$ 6,506,237	12.05%	\$ 101,934,019	\$ 102,862,965
Percentage of Revenue Budget Collected to Date		58.82%				
Percentage/Dollar Amount of Revenue Budget left to be Collected		41.18%				\$ 42,360,405
<u>Expenditures:</u>						
Salaries	\$ 35,186,693	\$ 38,890,451	\$ 3,703,758	10.53%	\$ 64,633,026	\$ 69,625,416
Benefits	10,436,575	11,220,938	784,363	7.52%	18,375,395	20,166,211
Electricity	987,048	1,040,326	53,278	5.40%	1,979,637	1,950,000
Water/Sewer	150,235	148,064	(2,171)	-1.44%	354,414	320,000
Natural Gas	91,730	141,716	49,986	54.49%	230,730	265,000
Disposal Fees	65,675	76,658	10,983	16.72%	144,782	130,000
Gasoline	19,026	21,819	2,793	14.68%	46,063	50,000
Technology/Instructional Equipment	120,065	67,766	(52,299)	-43.56%	977,327	1,033,501
Capital Outlay	1,090,884	109,878	(981,006)	-89.93%	2,442,009	1,253,928
All Other Expenditures	4,717,585	5,977,010	1,259,425	26.70%	12,303,022	13,743,520
Total Expenditures	\$ 52,865,515	\$ 57,694,626	\$ 4,829,111	9.13%	\$ 101,486,405	\$ 108,537,576
Percentage of Expenditure Budget Spent to Date		53.16%				
Percentage/Dollar Amount of Expenditure Budget remaining		46.84%				\$ 50,842,951
Year-To-Date Revenues Over (Under) Expenditures	\$ 1,130,808	\$ 2,807,934	\$ 1,677,126	148.31%	\$ 447,614	\$ (5,674,611)
 % of Fiscal Year Complete	 58.33%					
% of Fiscal Year Remaining	41.67%					

BOE POLICY 2.100 RESERVE FUNDS

Total Expenditure Budget - FY26 Budget	\$ 108,537,576
Less:	
Operating Transfers	\$ 62,739
Debt Service	\$ 2,386,055
Capital Outlay	\$ 1,253,928
Early Childhood	\$ 458,369
Educare	\$ 1,632,014
Total to deduct	\$ 5,793,106
 Total Operating Budget	 \$ 102,744,471
 16% of the General Purpose School Fund Operating Budget	 \$ 17,124,421
 Monthly Operating Expense:	
Annual Operating Expense Budget	\$ 102,744,471
 Monthly Operating Expenses Budgeted	 \$ 8,562,039
2 Months Operating Expenses Budgeted	\$ 17,124,078

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

Current Standing on Target Fund Balance	
*Target Unrestricted Fund Balance (as recommended at 2-3-2014 BOE Policy Meeting) 2 Months Operating Expenditures	\$ 17,124,078
Current Fund Balance:	
3% Fund Balance	\$ 3,049,135
Undesignated Fund Balance	\$ 9,273,715
Current Revenues vs Expenditures	\$ 2,807,934
Other Reserves	\$ 6,254,567
Total Fund Balance	\$ 21,385,351
 Target Under as of 1/31/26	 \$ 4,261,273

Locality	2020 Rate	Increase	2021 Rate	Increase	2022 Rate	Residents	Increase	2023 Rate	Residents	Increase	2024	Residents	Increase	2025	Residents
						Combined Rate			Combined Rate			Combined Rate			Combined Rate
Washington County	\$ 2.1500	\$ -	\$ 2.1500	\$ -	\$ 2.1500	\$ 2.1500	\$ -	\$ 2.1500	\$ 2.1500	\$ (0.4400)	\$ 1.7100	\$ 1.7100	\$ -	\$ 1.7100	\$ 1.7100
Watauga	\$ 0.7000	\$ (0.1300)	\$ 0.5700	\$ -	\$ 0.5700	\$ 2.7200	\$ -	\$ 0.5700	\$ 2.7200	\$ (0.1600)	\$ 0.4100	\$ 2.1200	\$ -	\$ 0.4100	\$ 2.1200
Jonesborough	\$ 1.2000	\$ -	\$ 1.2000	\$ -	\$ 1.2000	\$ 3.3500	\$ 0.2500	\$ 1.4500	\$ 3.6000	\$ (0.4838)	\$ 0.9662	\$ 2.6762	\$ 0.2738	\$ 1.2400	\$ 2.9500
Johnson City	\$ 1.7100	\$ 0.0200	\$ 1.7300	\$ -	\$ 1.7300	\$ 3.8800	\$ 0.2500	\$ 1.9800	\$ 4.1300	\$ (0.6259)	\$ 1.3541	\$ 3.0641	\$ 0.0244	\$ 1.3785	\$ 3.0885
Unicoi County	\$ 2.8538	\$ -	\$ 2.8538	\$ (0.5033)	\$ 2.3505	\$ 2.3505	\$ 0.2600	\$ 2.6105	\$ 2.6105	\$ -	\$ 2.6105	\$ 2.6105	\$ -	\$ 2.6105	\$ 2.6105
Erwin	\$ 1.8620	\$ -	\$ 1.8620	\$ (0.3108)	\$ 1.5512	\$ 3.9017	\$ -	\$ 1.5512	\$ 4.1617	\$ -	\$ 1.5512	\$ 4.1617	\$ -	\$ 1.5512	\$ 4.1617
Sullivan County	\$ 2.5700	\$ (0.1638)	\$ 2.4062	\$ -	\$ 2.4062	\$ 2.4062	\$ -	\$ 2.4062	\$ 2.4062	\$ 0.0900	\$ 2.4962	\$ 2.4962	\$ (0.8833)	\$ 1.6129	\$ 1.6129
Bluff City	\$ 1.2800	\$ (0.1010)	\$ 1.1790	\$ -	\$ 1.1790	\$ 3.5852	\$ 0.1210	\$ 1.3000	\$ 3.7062	\$ -	\$ 1.3000	\$ 3.7962	\$ (0.4100)	\$ 0.8900	\$ 2.5029
Bristol	\$ 2.1612	\$ (0.1749)	\$ 1.9863	\$ -	\$ 1.9863	\$ 4.3925	\$ -	\$ 1.9863	\$ 4.3925	\$ 0.2637	\$ 2.2500	\$ 4.7462	\$ (0.4050)	\$ 1.8450	\$ 3.4579
Johnson City	\$ 1.9500	\$ (0.4000)	\$ 1.5500	\$ -	\$ 1.5500	\$ 3.9562	\$ 0.2500	\$ 1.8000	\$ 4.2062	\$ 0.2298	\$ 2.0298	\$ 4.5260	\$ (0.6513)	\$ 1.3785	\$ 2.9914
Kingsport	\$ 2.0643	\$ (0.1860)	\$ 1.8783	\$ 0.1200	\$ 1.9983	\$ 4.4045	\$ -	\$ 1.9983	\$ 4.4045	\$ -	\$ 1.9983	\$ 4.4945	\$ (0.3210)	\$ 1.6773	\$ 3.2902
Carter County	\$ 2.4700	\$ (0.4400)	\$ 2.0300	\$ -	\$ 2.0300	\$ 2.0300	\$ 0.1500	\$ 2.1800	\$ 2.1800	\$ -	\$ 2.1800	\$ 2.1800	\$ -	\$ 2.1800	\$ 2.1800
Elizabethton	\$ 1.8500	\$ (0.2800)	\$ 1.5700	\$ -	\$ 1.5700	\$ 3.6000	\$ 0.0800	\$ 1.6500	\$ 3.8300	\$ -	\$ 1.6500	\$ 3.8300	\$ 0.0900	\$ 1.7400	\$ 3.9200
Johnson City	\$ 1.8300	\$ (0.2800)	\$ 1.5500	\$ -	\$ 1.5500	\$ 3.5800	\$ 0.2500	\$ 1.8000	\$ 3.9800	\$ 0.0775	\$ 1.8775	\$ 4.0575	\$ 0.5190	\$ 2.3965	\$ 4.5765
Watauga	\$ 0.7000	\$ (0.1300)	\$ 0.5700	\$ -	\$ 0.5700	\$ 2.6000	\$ -	\$ 0.5700	\$ 2.7500	\$ -	\$ 0.5700	\$ 2.7500	\$ -	\$ 0.5700	\$ 2.7500
Greene County	\$ 2.0145	\$ -	\$ 2.0145	\$ -	\$ 2.0145	\$ 2.0145	\$ (0.3645)	\$ 1.6500	\$ 1.6500	\$ -	\$ 1.6500	\$ 1.6500	\$ -	\$ 1.6500	\$ 1.6500
Greene County for City Residents	\$ 1.9845	\$ -	\$ 1.9845	\$ -	\$ 1.9845	\$ 4.1620	\$ (0.3445)	\$ 1.6400	\$ 3.3471	\$ -	\$ 1.6400	\$ 3.3471	\$ -	\$ 1.6400	\$ 3.3471
Greenville City	\$ 2.1775	\$ -	\$ 2.1775	\$ -	\$ 2.1775	\$ 4.1620	\$ (0.4704)	\$ 1.7071	\$ 3.3471	\$ -	\$ 1.7071	\$ 3.3471	\$ -	\$ 1.7071	\$ 3.3471
Hawkins County	\$ 2.5323	\$ (0.3646)	\$ 2.1677	\$ 0.1500	\$ 2.3177	\$ 2.3177	\$ 0.0070	\$ 2.3247	\$ 2.3247	\$ 0.2299	\$ 2.5546	\$ 2.5546	\$ -	\$ 2.5546	\$ 2.5546
Rogersville City	\$ 1.6700	\$ (0.1835)	\$ 1.4865	\$ -	\$ 1.4865	\$ 3.8042	\$ -	\$ 1.4865	\$ 3.8112	\$ 0.3500	\$ 1.8365	\$ 4.3911	\$ -	\$ 1.8365	\$ 4.3911
Bulls Gap	\$ 0.7200	\$ (0.0636)	\$ 0.6564	\$ 0.0036	\$ 0.6600	\$ 2.9777	\$ 0.2000	\$ 0.8600	\$ 3.1847	\$ 0.1300	\$ 0.9900	\$ 3.5446	\$ -	\$ 0.9900	\$ 3.5446
Church Hill	\$ 1.1034	\$ (0.1418)	\$ 0.9616	\$ -	\$ 0.9616	\$ 3.2793	\$ -	\$ 0.9616	\$ 3.2863	\$ 0.0484	\$ 1.0100	\$ 3.5646	\$ -	\$ 1.0100	\$ 3.5646
Kingsport	\$ 1.8900	\$ (0.0117)	\$ 1.8783	\$ 0.1200	\$ 1.9983	\$ 4.3160	\$ -	\$ 1.9983	\$ 4.3230	\$ -	\$ 1.9983	\$ 4.5529	\$ -	\$ 1.9983	\$ 4.5529
Mount Carmel	\$ 1.6700	\$ (0.2803)	\$ 1.3897	\$ -	\$ 1.3897	\$ 3.7074	\$ 0.2000	\$ 1.5897	\$ 3.9144	\$ -	\$ 1.5897	\$ 4.1443	\$ -	\$ 1.5897	\$ 4.1443
Surgoinsville	\$ 1.2000	\$ (0.2370)	\$ 0.9630	\$ 0.0033	\$ 0.9663	\$ 3.2840	\$ -	\$ 0.9663	\$ 3.2910	\$ 0.1337	\$ 1.1000	\$ 3.6546	\$ -	\$ 1.1000	\$ 3.6546

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
		Revenues					
40110		Current Property Tax - Washington Co.	\$ 12,390,307	6,895,873	\$ 5,494,434	55.66%	
40110		Current Property Tax - Sullivan Co.	\$ 240,892	86,806	\$ 154,086	36.04%	
40110		Current Property Tax - Carter Co.	\$ 106,941	97,812	\$ 9,129	91.46%	
40120		Trustee's Collections - Prior Year	\$ 280,555	170,077	\$ 110,478	60.62%	
40130		Circuit Clk./Clk. & Master Coll. - Prior Yr	\$ 100,000	53,921	\$ 46,079	53.92%	
40140		Interest & Penalty	\$ 135,000	28,845	\$ 106,155	21.37%	
40150		Pick-Up Taxes	\$ 5,500	120	\$ 5,380	2.17%	
40162		Payments in Lieu of Taxes - Local Utilities	\$ 215,000	195,239	\$ 19,761	90.81%	
40163		Payments in Lieu of Taxes - Other	\$ 18,000	12,018	\$ 5,982	66.77%	
40210		Local Option Sales Tax - Washington Co.	\$ 20,380,064	12,549,194	\$ 7,830,870	61.58%	
40210		Local Option Sales Tax - Sullivan Co.	\$ 180,181	145,583	\$ 34,598	80.80%	
40210		Local Option Sales Tax - Carter Co.	\$ 192,054	156,951	\$ 35,103	81.72%	
40270		Business Tax	\$ 517,000	149,488	\$ 367,512	28.91%	
40275		Mixed Drink Tax	\$ 3,500	92	\$ 3,408	2.63%	
40320		Bank Excise Tax	\$ 95,000	-	\$ 95,000	0.00%	
		Total County Taxes	\$ 34,859,994	\$ 20,542,018	\$ 14,317,976	58.93%	
41110		Marriage Licenses	\$ 1,700	1,014	\$ 686	59.66%	
		Total Licenses and Permits	\$ 1,700	\$ 1,014	\$ 686	59.66%	
43511		Tuition - Regular Day Students	\$ 250,000	220,151	\$ 29,849	88.06%	
43517		Tuition - Online Learning	\$ 30,000	(350)	\$ 30,350	-1.17%	
43581		Tuition - EDUCARE	\$ 1,449,900	814,418	\$ 635,482	56.17%	
43581		Tuition - ECLC	\$ 247,000	215,705	\$ 31,295	87.33%	
43990		Other Charges for Services - Fingerprints	\$ 21,000	8,638	\$ 12,362	41.13%	
43990		Print Shop Enterprise Account	\$ 60,000	29,758	\$ 30,242	49.60%	
		Total Charges for Current Services	\$ 2,057,900	\$ 1,288,320	\$ 769,580	62.60%	
44120		Leases/Rentals	\$ -	355	\$ (355)	#DIV/0!	
44160		Retirees' Insurance Payments	\$ 23,000	14,956	\$ 8,044	65.03%	
44170		Miscellaneous Refunds	\$ -	10,671	\$ (10,671)	#DIV/0!	
44570		Contributions	\$ -	11,004	\$ (11,004)	#DIV/0!	
44570		Contributions - Shoe Fund	\$ 10,000	6,982	\$ 3,018	69.82%	
44570		Contributions - Homeless Fund	\$ -	5,672	\$ (5,672)	#DIV/0!	
44570		Contributions - Niswonger	\$ -	900	\$ (900)	#DIV/0!	
44570		Contributions - Battelle	\$ -	10,000	\$ (10,000)	#DIV/0!	
44990		Other Local Revenue (STEAM 536)	\$ 1,000	-	\$ 1,000	0.00%	
44990		Other Local Revenue (Misc)	\$ -	218	\$ (218)	#DIV/0!	
		Total Other Local Revenues	\$ 34,000	\$ 60,758	\$ (26,758)	178.70%	
46510		Tennessee Investment in Student Achievement (TISA)	\$ 49,124,738	29,474,843	\$ 19,649,895	60.00%	
46510		TISA Outcomes	\$ 527,849	941,785	\$ (413,936)	178.42%	
46513		TISA On-Behalf Payments	\$ 52,761	-	\$ 52,761	0.00%	
46550		Driver Education	\$ 11,000	-	\$ 11,000	0.00%	
46590		Other State Educational Funds - Teacher Bonus	\$ 1,390,518	1,341,032	\$ 49,486	96.44%	
46610		Career Ladder	\$ 63,500	31,587	\$ 31,913	49.74%	
46596		Paid Parental Leave	\$ -	-	\$ -	#DIV/0!	
		Total State Education Funds	\$ 51,170,366	\$ 31,789,247	\$ 19,381,119	62.12%	
47143		Education of the Handicapped Act - IDEA	\$ -	-	\$ -	#DIV/0!	
		Total Federal Through State	\$ -	\$ -	\$ -	#DIV/0!	

JOHNSON CITY SCHOOLS					
Statement of Revenues, Expenditures, and Changes in Fund Balance					
For the Period Ended January 31, 2026					
					58.33%
			Amended	Actual	Budget Amount
			Budget	Amounts	Remaining
					Percentage
					of Budget to Date
47640		ROTC Reimbursement	\$ 75,000	39,029	\$ 35,971
					52.04%
		Total Direct Federal Government	\$ 75,000	\$ 39,029	\$ 35,971
					52.04%
48610		Donations	\$ -	1	\$ (1)
49315		SBITA ISSUED	\$ -	-	\$ -
49800		Operating Transfers	\$ -	-	\$ -
49810		City General Fund Transfer - Operations	\$ 11,626,736	6,782,173	\$ 4,844,563
49810		City General Fund Transfer - Transportation	\$ 3,037,269	-	\$ 3,037,269
					0.00%
		Total Other Sources	\$ 14,664,005	\$ 6,782,173	\$ 7,881,832
					46.25%
		Total Revenues	\$ 102,862,965	\$ 60,502,560	\$ 42,360,405
					58.82%
		APPROPRIATIONS (Expenditures)	Amended	Actual	Budget Amount
			Budget	Amounts	Remaining
					Percentage
					of Budget to Date
		INSTRUCTION			
71100	116	Teachers	\$ 34,836,768	18,870,576	\$ 15,966,192
71100	116	Safety Net Program (1-031)	\$ 49,000	12,240	\$ 36,760
71100	116	RTI (534)	\$ 516,120	364,438	\$ 151,682
71100	116	Four-Year Transition Plan (2-301)	\$ 6,120	-	\$ 6,120
71100	116	Local Extended Contract (1-578)	\$ 308,270	39,962	\$ 268,308
71100	116	Mountain View Orchestra (9-581)	\$ 8,825	-	\$ 8,825
71100	116	Curriculum Development (538)	\$ 22,000	3,480	\$ 18,520
71100	116	Teacher Stipends for Online Learning (555)	\$ 24,520	-	\$ 24,520
71100	117	Career Ladder	\$ 31,000	11,500	\$ 19,500
71100	163	Educational Assistants	\$ 1,302,360	685,426	\$ 616,934
71100	188	Personal Bonus	\$ 1,562,000	1,568,350	\$ (6,350)
71100	189	Other Salaries & Wages	\$ -	23,746	\$ (23,746)
71100	195	Substitute Teachers Certified	\$ 150,000	71,034	\$ 78,967
71100	198	Substitute Teachers - Non Certified	\$ 530,660	277,439	\$ 253,221
71100	201	Social Security	\$ 2,399,808	1,282,988	\$ 1,116,820
71100	204	Retirement	\$ 2,374,874	1,396,806	\$ 978,068
71100	206	Life Insurance	\$ 88,534	41,572	\$ 46,962
71100	207	Medical Insurance	\$ 4,684,799	2,627,965	\$ 2,056,834
71100	208	Dental Insurance	\$ 145,000	70,660	\$ 74,340
71100	210	Unemployment	\$ 25,000	14,146	\$ 10,854
71100	211	Local Retirement	\$ 82,000	23,598	\$ 58,402
71100	212	Medicare	\$ 569,913	302,077	\$ 267,836
71100	215	Other Post Employment Benefits (Retiree Insurance)	\$ 714,000	483,394	\$ 230,606
71100	217	Retirement-Hybrid Stabilization	\$ 129,565	86,161	\$ 43,404
71100	336	Performing Music Maintenance and Repair Equipment	\$ 21,682	9,548	\$ 12,134
71110	336	Mntc & Repair Equip - Reserved for Encumb	\$ 1,672	1,672	\$ -
71100	399	Other Contracted Services (Site-Based check-copiers)	\$ 86,544	86,544	\$ -
71100	399	RTI (1-534)	\$ 25,000	25,000	\$ 0
71100	399	Edmentum (Credit Recovery) 1-519	\$ -	-	\$ -
71100	399	Public Chapter 426, Public Acts of 2011 (1-532)	\$ 40,000	13,230	\$ 26,770
71100	399	Subscription Renewal - Brain Pop (1-536)	\$ 33,000	36,159	\$ (3,159)
71100	399	Subscription Renewal - Curipod	\$ 20,000	-	\$ 20,000
71100	399	Subscription Renewal - Neptune Navigate	\$ 3,000	2,750	\$ 250
71100	399	Subscription Renewal - Canvas	\$ 61,000	-	\$ 61,000
71100	399	Subscription - Generation Genius	\$ 9,000	8,955	\$ 45
71100	399	Subscription Renewal - Mystery Science	\$ 12,000	13,560	\$ (1,560)
71100	399	Subscription Renewal - Explore Learning	\$ 33,000	34,524	\$ (1,524)
71100	399	Subscription Renewal - Study Island	\$ 16,000	15,625	\$ 375
71100	399	Subscription Renewal - Age of Learning	\$ 60,000	54,000	\$ 6,000
71100	399	Subscription - Quizz	\$ 20,000	20,000	\$ -
					100.00%

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
71100	399	Subscription - Vocabulary.com	\$ 9,300	-	\$ 9,300	0.00%	
71100	399	Subscription -- Flocabulary	\$ 20,000	17,181	\$ 2,819	85.91%	
71100	399	Subscription - Magic School	\$ -	18,752	\$ (18,752)	#DIV/0!	
71100	399	Virtual Program Instruction	\$ 260,000	260,010	\$ (10)	100.00%	
71100	399	Other Contracted Services	\$ -	3,191	\$ (3,191)	#DIV/0!	
71100	429	Instructional Supplies and Materials	\$ 223,185	233,455	\$ (10,270)	104.60%	
71100	429	Forward Funding	\$ 54,224	54,224	\$ -	100.00%	
71100	429	Summer School Supplies (1-033)	\$ 5,000	-	\$ 5,000	0.00%	
71100	429	AP - Instructional Supplies (2-583)	\$ 7,500	2,222	\$ 5,278	29.63%	
71100	429	RTI - (1-534)	\$ 12,000	3,640	\$ 8,360	30.33%	
71100	429	Instructional Supplies - Science Materials	\$ 19,269	19,269	\$ -	100.00%	
71100	429	Instructional Supplies - STEAM (536) +1K Donation	\$ 15,000	6,699	\$ 8,301	44.66%	
71100	429	Instructional Supplies - Rsrv for Encumb	\$ 41,325	27,093	\$ 14,232	65.56%	
71100	429	Instructional Supplies - Special Budget Request	\$ 75,000	50,921	\$ 24,079	67.89%	
71100	429	Instructional Supplies - Battelle Grant	\$ -	-	\$ -	#DIV/0!	
71100	429	Instructional Supplies - TVA Grant	\$ -	2,903	\$ (2,903)	#DIV/0!	
71100	449	Textbooks	\$ 768,700	71,150	\$ 697,550	9.26%	
71100	449	Textbooks - Reserved for Encumbrances	\$ 867,727	867,727	\$ -	100.00%	
71100	471	Software Maintenance - IXL	\$ -	43,220	\$ (43,220)	#DIV/0!	
71100	535	Fee Waiver Student Fees	\$ 126,419	126,419	\$ -	100.00%	
71100	535	Fee Waiver Student Performing Music	\$ 10,555	10,555	\$ -	100.00%	
71100	599	Other Supplies and Materials	\$ -	200	\$ (200)	#DIV/0!	
71100	595	TISA - On-Behalf Payments	\$ -	-	\$ -	#DIV/0!	
71100	614	Principal on SBITA	\$ 101,000	100,834	\$ 166	99.84%	
71100	615	Interest on SBITA	\$ 12,896	10,860	\$ 2,036	84.21%	
71100	722	Regular Instruction Equipment	\$ 92,271	16,990	\$ 75,281	18.41%	
71100	722	Performing Music Equipment	\$ 46,186	22,437	\$ 23,749	48.58%	
71100	722	Technology -BOE Tech Plan (568)	\$ 800,000	10,368	\$ 789,632	1.30%	
71100	722	Instruction Equipment - Special Budget Request	\$ 91,500	17,467	\$ 74,033	19.09%	
71100	722	Reserved for Encumbrances	\$ 3,544	504	\$ 3,040	14.21%	
		Total Instruction	\$ 54,665,635	\$ 30,577,415	\$ 24,088,221	55.94%	
		Alternative Instruction Program					
71150	116	Teachers	\$ 1,043,460	608,429	\$ 435,031	58.31%	
71150	163	Educational Assistants	\$ 161,160	83,693	\$ 77,467	51.93%	
71150	188	Bonus	\$ 38,000	-	\$ 38,000	0.00%	
71150	201	Social Security	\$ 75,800	40,810	\$ 34,990	53.84%	
71150	204	Retirement	\$ 98,994	52,817	\$ 46,177	53.35%	
71150	206	Life Insurance	\$ 2,891	1,558	\$ 1,333	53.89%	
71150	207	Medical Insurance	\$ 159,629	90,780	\$ 68,850	56.87%	
71150	208	Dental Insurance	\$ 5,500	2,899	\$ 2,601	52.70%	
71150	211	Local Retirement	\$ -	1,450	\$ (1,450)	#DIV/0!	
71150	212	Medicare	\$ 18,018	9,544	\$ 8,474	52.97%	
71150	217	Retirement-Hybrid Stabilization	\$ 2,917	1,437	\$ 1,480	49.25%	
71150	399	Other Contracted Services	\$ 5,236	5,236	\$ -	100.00%	
71150	429	Instructional Supplies and Materials	\$ 15,432	15,432	\$ -	100.00%	
71150	499	Other Supplies and Materials	\$ 3,309	3,309	\$ -	100.00%	
71150	790	Other Equipment	\$ 12,140	2,653	\$ 9,487	21.85%	
		Total Alternative Instruction	\$ 1,642,486	\$ 920,046	\$ 722,440	56.02%	
		SPECIAL EDUCATION					
71200	116	Teachers	\$ 2,875,871	1,736,146	\$ 1,139,725	60.37%	
71200	117	Career Ladder	\$ 7,000	2,500	\$ 4,500	35.71%	
71200	163	Educational Assistants	\$ 885,100	441,118	\$ 443,982	49.84%	
71200	171	Speech Pathologist	\$ 479,400	254,930	\$ 224,470	53.18%	
71200	189	Other Salaries & Wages - Sign Language Interpreters	\$ 90,270	10,398	\$ 79,872	11.52%	
71200	201	Social Security	\$ 264,596	141,388	\$ 123,208	53.44%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
71200	204	Retirement	\$ 312,400	172,890	\$ 139,510	55.34%	
71200	206	Life Insurance	\$ 10,410	4,770	\$ 5,640	45.82%	
71200	207	Medical Insurance	\$ 717,939	370,004	\$ 347,935	51.54%	
71200	208	Dental Insurance	\$ 16,000	10,070	\$ 5,930	62.94%	
71200	211	Local Retirement	\$ 2,397	4,945	\$ (2,548)	206.29%	
71200	212	Medicare	\$ 62,896	33,231	\$ 29,665	52.84%	
71200	217	Retirement-Hybrid Stabilization	\$ 25,375	14,963	\$ 10,412	58.97%	
71200	336	Equipment Repairs and Maintenance	\$ 500	-	\$ 500	0.00%	
71200	429	Instructional Supplies and Materials	\$ 15,000	10,757	\$ 4,243	71.71%	
71200	499	Other Supplies and Materials	\$ 4,000	2,098	\$ 1,902	52.45%	
71200	725	Special Education Instruction Equipment	\$ 14,000	3,554	\$ 10,446	25.39%	
		Total Special Education	\$ 5,783,154	\$ 3,213,762	\$ 2,569,393	55.57%	
		VOCATIONAL INSTRUCTION					
71300	116	Teachers	\$ 1,955,260	1,118,076	\$ 837,184	57.18%	
71300	117	Career Ladder	\$ 4,000	2,000	\$ 2,000	50.00%	
71300	163	Educational Assistants	\$ 85,680	47,022	\$ 38,658	54.88%	
71300	188	Personal Bonus	\$ 56,000	-	\$ 56,000	0.00%	
71300	201	Social Security	\$ 128,157	68,568	\$ 59,589	53.50%	
71300	204	Retirement	\$ 149,237	77,595	\$ 71,642	51.99%	
71300	206	Life Insurance	\$ 19,908	2,302	\$ 17,606	11.56%	
71300	207	Medical Insurance	\$ 249,981	142,778	\$ 107,203	57.12%	
71300	208	Dental Insurance	\$ 6,624	3,917	\$ 2,707	59.13%	
71300	212	Medicare	\$ 30,464	16,036	\$ 14,428	52.64%	
71300	217	Retirement-Hybrid Stabilization	\$ 54,316	4,116	\$ 50,200	7.58%	
71300	399	Other Contracted Services	\$ 1,612	1,612	\$ -	100.00%	
71300	429	Instructional Supplies and Materials	\$ 39,210	27,253	\$ 11,957	69.50%	
71300	429	Forward Funding	\$ 1,612	1,612	\$ -	100.00%	
71300	730	Vocational Equipment	\$ 4,375	4,600	\$ (225)	105.14%	
		Total Vocational Instruction	\$ 2,786,436	\$ 1,517,486	\$ 1,268,950	54.46%	
		ATTENDANCE					
72110	188	Personal Bonus	\$ 18,000	2,000	\$ 16,000	11.11%	
72110	189	Other Salaries and Wages	\$ 240,720	125,263	\$ 115,457	52.04%	
72110	201	Social Security	\$ 15,782	7,534	\$ 8,248	47.74%	
72110	204	State Retirement	\$ 19,843	9,449	\$ 10,394	47.62%	
72110	206	Life Insurance	\$ 578	299	\$ 280	51.64%	
72110	207	Medical Insurance	\$ 33,653	13,576	\$ 20,077	40.34%	
72110	208	Dental Insurance	\$ 1,200	586	\$ 614	48.87%	
72110	211	Local Retirement	\$ -	1,287	\$ (1,287)	#DIV/0!	
72110	212	Medicare	\$ 3,751	1,762	\$ 1,989	46.97%	
72110	217	Retirement - Hybrid Stabilization	\$ 3,442	1,219	\$ 2,223	35.41%	
72110	471	Software Maintenance	\$ 143,000	90,956	\$ 52,044	63.61%	
		Total Attendance	\$ 479,969	\$ 253,931	\$ 226,038	52.91%	
		HEALTH SERVICES					
72120	131	Medical Personnel	\$ 762,960	460,172	\$ 302,788	60.31%	
72120	188	Bonus	\$ 30,000	30,000	\$ -	100.00%	
72120	201	Social Security	\$ 48,371	28,444	\$ 19,927	58.80%	
72120	204	Retirement	\$ 65,740	38,910	\$ 26,830	59.19%	
72120	206	Life Insurance	\$ 1,831	932	\$ 899	50.88%	
72120	207	Medical Insurance	\$ 124,390	71,744	\$ 52,646	57.68%	
72120	208	Dental Insurance	\$ 3,000	2,333	\$ 667	77.77%	
72120	212	Medicare	\$ 11,498	6,652	\$ 4,846	57.86%	
72120	217	Retirement-Hybrid Stabilization	\$ 8,011	5,201	\$ 2,810	64.93%	
72120	355	Travel - Coordinated School Health	\$ 400	258	\$ 142	64.52%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72120	355	Travel	\$ 700	582	\$ 118	83.17%	
72120	399	Other Contracted Services	\$ 4,920	4,758	\$ 162	96.71%	
72120	399	Other Contracted Services - Coordinated School Health	\$ 25,000	830	\$ 24,170	3.32%	
72120	413	Drugs & Medical Supplies	\$ 5,000	1,139	\$ 3,861	22.78%	
72120	499	Other Supplies & Materials	\$ 17,380	10,588	\$ 6,792	60.92%	
72120	499	Other Supplies & Materials - Coordinated School Health	\$ 25,000	7,733	\$ 17,267	30.93%	
72120	524	Staff Development	\$ 500	435	\$ 65	87.00%	
72120	524	Staff Development - Coordinated School Health	\$ 9,600	1,721	\$ 7,879	17.93%	
72120	599	Other Charges - Coordinated School Health	\$ -	-	\$ -	#DIV/0!	
72120	735	Health Equipment - Coordinated School Health	\$ 2,400	1,076	\$ 1,324	44.84%	
		Total Health Services	\$ 1,146,701	\$ 673,509	\$ 473,193	58.73%	
		STUDENT SUPPORT					
72130	117	Career Ladder	\$ 2,000	1,000	\$ 1,000	50.00%	
72130	123	Guidance Personnel	\$ 1,754,400	979,438	\$ 774,962	55.83%	
72130	161	Secretary	\$ 41,820	25,553	\$ 16,267	61.10%	
72130	188	Bonus	\$ 92,000	96,000	\$ (4,000)	104.35%	
72130	189	Other Salaries & Benefits	\$ 913,737	502,957	\$ 410,780	55.04%	
72130	201	Social Security	\$ 171,046	92,934	\$ 78,112	54.33%	
72130	204	Retirement	\$ 202,142	114,841	\$ 87,301	56.81%	
72130	206	Life Insurance	\$ 6,717	2,899	\$ 3,818	43.15%	
72130	207	Medical Insurance	\$ 394,419	215,715	\$ 178,704	54.69%	
72130	208	Dental Insurance	\$ 11,071	5,696	\$ 5,375	51.45%	
72130	211	Local Retirement	\$ 3,000	1,402	\$ 1,598	46.74%	
72130	212	Medicare	\$ 40,658	21,974	\$ 18,684	54.05%	
72130	217	Retirement-Hybrid Stabilization	\$ 18,860	12,048	\$ 6,812	63.88%	
72130	322	AP Testing (2-583)	\$ 135,000	-	\$ 135,000	0.00%	
72130	355	Travel - Safe Schools	\$ -	76	\$ (76)	#DIV/0!	
72130	499	Other Supplies & Materials - Safe Schools	\$ 5,167	3,034	\$ 2,133	58.71%	
72130	524	Inservice/Staff Development - Safe Schools	\$ 3,000	-	\$ 3,000	0.00%	
72130	790	Other Equipment (1-529)	\$ 2,500	-	\$ 2,500	0.00%	
		Total Student Support	\$ 3,797,537	\$ 2,075,566	\$ 1,721,971	54.66%	
		INSTRUCTION SUPPORT					
72210	105	Administration	\$ 744,278	439,100	\$ 305,178	59.00%	
72210	117	Career Ladder	\$ 6,000	2,500	\$ 3,500	41.67%	
72210	129	Librarians	\$ 875,670	478,366	\$ 397,304	54.63%	
72210	137	Educational Media Personnel	\$ 343,640	192,623	\$ 151,017	56.05%	
72210	161	Secretary	\$ 138,720	84,560	\$ 54,160	60.96%	
72210	172	Instructional Coaches	\$ 1,549,167	363,386	\$ 1,185,781	23.46%	
72210	188	Bonus	\$ 124,000	169,400	\$ (45,400)	136.61%	
72210	189	Other Salaries and Wages	\$ 175,097	469,348	\$ (294,251)	268.05%	
72210	189	Other Salaries and Wages - Tech Teacher Leader	\$ 30,500	-	\$ 30,500	0.00%	
72210	201	Social Security	\$ 243,272	129,430	\$ 113,842	53.20%	
72210	204	Retirement	\$ 266,293	147,609	\$ 118,684	55.43%	
72210	206	Life Insurance	\$ 10,069	3,836	\$ 6,233	38.09%	
72210	207	Medical Insurance	\$ 440,391	228,129	\$ 212,262	51.80%	
72210	208	Dental Insurance	\$ 12,039	6,306	\$ 5,733	52.38%	
72210	211	Local Retirement	\$ 4,636	2,054	\$ 2,582	44.30%	
72210	212	Medicare	\$ 57,812	30,335	\$ 27,478	52.47%	
72210	217	Retirement-Hybrid Stabilization	\$ 6,594	5,201	\$ 1,393	78.88%	
72210	355	Travel	\$ 11,500	3,238	\$ 8,262	28.16%	
72210	355	Travel - Safe Schools	\$ 500	615	\$ (115)	123.07%	
72210	355	Travel Academic Competitions - Robotics Team (5K) (16-57	\$ 15,000	3,800	\$ 11,200	25.33%	
72210	355	Travel - Choir, Orchestra & Drama	\$ 10,000	1,260	\$ 8,740	12.60%	
72210	399	Niswonger Class Fees (555)	\$ 5,000	4,975	\$ 25	99.50%	
72210	399	Contracted Services Niswonger Consortium Fee (555)	\$ 15,200	15,428	\$ (228)	101.50%	
72210	399	Other Contracted Services (5\$ Transact)	\$ 9,000		\$ 9,000	0.00%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72210	399	Other Contracted Services - Frontline	\$ 31,000	32,407	\$ (1,407)	104.54%	
72210	399	Other Contracted Services - Robotics Team (16-572)	\$ 1,000		\$ 1,000	0.00%	
72210	399	Other Contracted Services - Parent Square	\$ 31,500	31,200	\$ 300	99.05%	
72210	399	Other Contracted Services - 504 Online System	\$ 5,000		\$ 5,000	0.00%	
72210	399	Other Contracted Services - Major Clarity	\$ 7,000		\$ 7,000	0.00%	
72210	399	Other Contracted Services - Print Shop	\$ 41,000	19,638	\$ 21,362	47.90%	
72210	399	Random Drug Testing (DOT Physicals)	\$ 16,000	5,574	\$ 10,426	34.84%	
72210	399	Contracted Services - RC (1-030)	\$ 2,400		\$ 2,400	0.00%	
72210	399	Internal Assessment Platform - Illuminate	\$ 55,000		\$ 55,000	0.00%	
72210	399	Other Contracted Services -Safe Schools	\$ 39,000	6,100	\$ 32,900	15.64%	
72210	399	Other Contracted Services (Misc)	\$ 20,000	27,546	\$ (7,546)	137.73%	
72210	432	Library Books Media	\$ 36,730	36,730	\$ -	100.00%	
72210	471	Software Maintenance - Hapara	\$ 65,640	62,855	\$ 2,785	95.76%	
72210	471	Software Maintenance - Library Software	\$ 22,000	23,261	\$ (1,261)	105.73%	
72210	471	Software Maintenance - Renaissance Learning	\$ -	40,404	\$ (40,404)	#DIV/0!	
72210	471	Software Maintenance - Educlimber	\$ 50,000	49,998	\$ 2	100.00%	
72210	499	Other Supplies & Materials	\$ 10,000	11,707	\$ (1,707)	117.07%	
72210	499	Mclass Amplify Program (1-524)	\$ 24,000	17,880	\$ 6,120	74.50%	
72210	499	Other Supplies & Materials-RC (1-030)	\$ 7,700		\$ 7,700	0.00%	
72210	499	Other Supplies and Materials - Robotics Team (16-572)	\$ 5,000		\$ 5,000	0.00%	
72210	499	Shoe Fund (1-520)	\$ 15,915	6,982	\$ 8,933	43.87%	
72210	499	Centegix Supplies (964)	\$ 2,400	2,649	\$ (249)	110.36%	
72210	499	Homeless Donations (701)	\$ -	(114)	\$ 114	#DIV/0!	
72210	499	Other Supplies & Materials - Safe Schools	\$ 2,000	1,713	\$ 287	85.66%	
72210	499	Other Supplies & Materials - Print Shop	\$ 110,000	69,691	\$ 40,309	63.36%	
72210	524	Teacher Leadership Academy (537)	\$ 44,500	15,859	\$ 28,641	35.64%	
72210	524	In-service Staff Dev. System Wide/School Based	\$ 148,314	68,532	\$ 79,782	46.21%	
72210	524	Staff Development - Safe Schools	\$ 55,000	19,668	\$ 35,332	35.76%	
72210	524	Staff Development - Coordinated School Health	\$ -	2,144	\$ (2,144)	#DIV/0!	
72210	524	AP Staff Development (2-583)	\$ 10,000	-	\$ 10,000	0.00%	
72210	599	Non Revenue Producing Sports \$30K (25/5)	\$ 40,000	46,678	\$ (6,678)	116.70%	
72210	599	Other Charges - MS Competition Fees	\$ 3,000	-	\$ 3,000	0.00%	
72210	599	Other Charges - Homeless Program	\$ -	5,034	\$ (5,034)	#DIV/0!	
72210	599	Other Charges	\$ 4,000	-	\$ 4,000	0.00%	
72210	790	Non Revenue Producing Sports - Arts \$20K (15/5)	\$ 25,000	2,555	\$ 22,445	10.22%	
72210	790	Other Equipment - Safe Schools	\$ 21,200	18,385	\$ 2,815	86.72%	
72210	790	Safety - Radios (1-964) - Elementary	\$ 5,000	-	\$ 5,000	0.00%	
72210	790	Other Equipment	\$ 5,000	1,953	\$ 3,047	39.06%	
		Total Instruction Support	\$ 6,055,677	\$ 3,408,528	\$ 2,647,149	56.29%	
		ALTERNATIVE INSTRUCTIONAL SUPPORT					
72215	161	Secretaries	\$ 40,800	22,824	\$ 17,976	55.94%	
72215	188	Personal Bonus	\$ 2,000	-	\$ 2,000	0.00%	
72215	189	Other Salaries & Wages	\$ -	4,667	\$ (4,667)	#DIV/0!	
72215	201	Social Security	\$ 2,611	1,474	\$ 1,137	56.46%	
72215	204	Retirement	\$ 3,240	1,735	\$ 1,505	53.54%	
72215	206	Life Insurance	\$ 98	51	\$ 47	51.85%	
72215	207	Medical Insurance	\$ 16,888	9,678	\$ 7,210	57.31%	
72215	208	Dental Insurance	\$ 450	284	\$ 166	63.12%	
72215	212	Medicare	\$ 621	345	\$ 276	55.52%	
72215	217	Retirement - Hybrid Stabilization	\$ 583	340	\$ 243	58.24%	
72215	435	Office Supplies	\$ 2,368	2,368	\$ -	100.00%	
72215	524	In-Service/Staff Development	\$ 2,000	1,429	\$ 571	71.46%	
		Total Alternative Instruction Support	\$ 71,659	\$ 45,195	\$ 26,464	63.07%	
		SPECIAL EDUCATION SUPPORT					
72220	105	Administration	\$ 123,227	71,882	\$ 51,345	58.33%	
72220	124	Psychological Personnel	\$ 82,304	44,912	\$ 37,392	54.57%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72220	131	Physical Therapist	\$ 290,333	159,075	\$ 131,258	54.79%	
72220	135	Diagnosticians	\$ 384,273	209,630	\$ 174,643	54.55%	
72220	161	Secretary	\$ 114,240	89,461	\$ 24,779	78.31%	
72220	189	Other Salaries & Wages	\$ 183,630	44,838	\$ 138,792	24.42%	
72220	201	Social Security	\$ 71,858	36,601	\$ 35,257	50.93%	
72220	204	Retirement	\$ 93,705	46,704	\$ 47,001	49.84%	
72220	206	Life Insurance	\$ 2,827	1,312	\$ 1,515	46.40%	
72220	207	Medical Insurance	\$ 126,684	98,113	\$ 28,571	77.45%	
72220	208	Dental Insurance	\$ 2,924	2,300	\$ 624	78.66%	
72220	212	Medicare	\$ 17,081	8,560	\$ 8,521	50.11%	
72220	217	Retirement-Hybrid Stabilization	\$ 5,427	2,612	\$ 2,815	48.13%	
72220	312	Contracts with Private Agencies	\$ 20,819	83,113	\$ (62,294)	399.22%	
72220	322	Testing Materials	\$ 5,000	3,528	\$ 1,472	70.56%	
72220	336	Maintenance & Repair Services - Equipment	\$ 1,600	1,170	\$ 430	73.13%	
72220	355	Travel	\$ 7,500	4,239	\$ 3,261	56.52%	
72220	499	Other Supplies & Materials	\$ 3,000	1,869	\$ 1,131	62.29%	
72220	524	In Service/Staff Development	\$ 4,000	4,302	\$ (302)	107.54%	
72220	790	Other Equipment	\$ 3,500	65	3435.04	1.86%	
		Total Special Education Support	\$ 1,543,932	\$ 914,285	\$ 629,647	59.22%	
		VOCATIONAL INSTRUCTION SUPPORT					
72230	105	Administration	\$ 132,911	76,064	\$ 56,847	57.23%	
72230	117	Career Ladder	\$ 3,000	1,500	\$ 1,500	50.00%	
72230	161	Secretary	\$ 39,780	21,427	\$ 18,353	53.86%	
72230	188	Personal Bonus	\$ 4,000	-	\$ 4,000	0.00%	
72230	201	Social Security	\$ 10,961	5,843	\$ 5,118	53.31%	
72230	204	Retirement	\$ 11,148	6,104	\$ 5,044	54.75%	
72230	206	Life Insurance	\$ 422	211	\$ 211	50.08%	
72230	207	Medical Insurance	\$ 22,189	12,821	\$ 9,369	57.78%	
72230	208	Dental Insurance	\$ 558	318	\$ 240	56.98%	
72230	212	Medicare	\$ 2,606	1,367	\$ 1,239	52.44%	
72230	217	Retirement - Hybrid Stabilization	\$ 569	320	\$ 249	56.16%	
72230	355	Travel	\$ 154	354	\$ (200)	229.95%	
72230	399	Other Contracted Services	\$ -	-	\$ -	#DIV/0!	
72230	435	Office Supplies	\$ 154	154	\$ -	100.00%	
72230	524	In-Service/Staff Development	\$ -	392	\$ (392)	#DIV/0!	
		Total Vocational Instruction Support	\$ 228,452	\$ 126,874	\$ 44,731	55.54%	
		TECHNOLOGY					
72250	105	Administration	\$ 108,001	58,490	\$ 49,511	54.16%	
72250	121	Technicians	\$ 1,118,635	651,326	\$ 467,309	58.23%	
72250	188	Bonus	\$ 42,000	44,000	\$ (2,000)	104.76%	
72250	201	Social Security	\$ 77,387	43,602	\$ 33,785	56.34%	
72250	204	Retirement	\$ 171,872	93,804	\$ 78,068	54.58%	
72250	206	Life Insurance	\$ 2,944	1,371	\$ 1,573	46.57%	
72250	207	Medical Insurance	\$ 196,136	109,111	\$ 87,025	55.63%	
72250	208	Dental Insurance	\$ 5,809	3,248	\$ 2,561	55.91%	
72250	211	Local Retirement	\$ -	4,689	\$ (4,689)	#DIV/0!	
72250	212	Medicare	\$ 18,395	10,197	\$ 8,198	55.43%	
72250	217	Retirement - Hybrid Stabilization	\$ 9,026	4,925	\$ 4,101	54.56%	
72250	307	Technology Communications	\$ 6,300	2,557	\$ 3,743	40.59%	
72250	320	Dues and Memberships	\$ 900	-	\$ 900	0.00%	
72250	350	Other Charges-Internet/ENA	\$ 185,000	57,273	\$ 127,727	30.96%	
72250	355	Travel Technology	\$ 3,000	553	\$ 2,447	18.44%	
72250	399	Contracted Services	\$ 20,000	61,687	\$ (41,687)	308.43%	
72250	399	Contracted Services - Reserved Encumbrances	\$ 3,880	3,880	\$ -	100.00%	
72250	411	Data Processing Supplies	\$ 11,500	401	\$ 11,099	3.49%	
72250	435	Office Supplies Technology	\$ 1,700	124	\$ 1,576	7.27%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72250	471	Software Maintenance - Content Filter	\$ 26,000	24,003	\$ 1,997	92.32%	
72250	471	Software Maintenance - Endpoint Protection - Trend	\$ 62,000		\$ 62,000	0.00%	
72250	471	Software Maintenance - Jatheon/Email Archive	\$ 5,000		\$ 5,000	0.00%	
72250	471	Software Maintenance - KnowBe4	\$ 25,000		\$ 25,000	0.00%	
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	\$ 45,000	43,833	\$ 1,167	97.41%	
72250	471	Software Maintenance - Cisco Smartnet	\$ 20,000	7,675	\$ 12,325	38.37%	
72250	471	Software Maintenance - Veeam	\$ 6,400		\$ 6,400	0.00%	
72250	471	Software Maintenance - Help Desk	\$ 28,000	27,916	\$ 84	99.70%	
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		\$ 10,000	0.00%	
72250	471	Software Maintenance - KACE	\$ 1,500		\$ 1,500	0.00%	
72250	471	Software Maintenance - Identity Automation Rapid	\$ 58,000		\$ 58,000	0.00%	
72250	471	Software Maintenance - Tipping Point	\$ 95,000		\$ 95,000	0.00%	
72250	471	Software Hosting Services	\$ 21,000	19,345	\$ 1,655	92.12%	
72250	471	Software Maintenance - Aruba Clearpass	\$ 15,000	5,226	\$ 9,774	34.84%	
72250	471	Software Maintenance - Badgepass	\$ 10,000		\$ 10,000	0.00%	
72250	471	Software Maintenance - Wasabi Cloud Storage	\$ 2,200		\$ 2,200	0.00%	
72250	471	Software Maintenance - Document Cloud Storage	\$ 18,000		\$ 18,000	0.00%	
72250	471	Software Maintenance - Other	\$ 5,000	13,418	\$ (8,418)	268.36%	
72250	471	Software Maintenance - Scribbles	\$ 16,896	16,896	\$ -	100.00%	
72250	499	Other Supplies & Materials Technology	\$ 10,500	3,756	\$ 6,744	35.77%	
72250	524	In-service Staff Development - Technology	\$ 10,000	2,357	\$ 7,643	23.57%	
72250	709	Data Processing Equipment Technology	\$ 10,000	1,772	\$ 8,228	17.72%	
		Total Technology	\$ 2,546,981	\$ 1,317,435	\$ 1,229,546	51.73%	
		BOARD OF EDUCATION					
72310	206	Life Insurance	\$ 420	212	\$ 209	50.36%	
72310	207	Medical Insurance	\$ 30,172	16,886	\$ 13,286	55.97%	
72310	208	Dental Insurance	\$ 1,100	184	\$ 916	16.69%	
72310	305	Audit Service	\$ 22,000	22,000	\$ -	100.00%	
72310	320	Dues and Memberships	\$ 12,000	8,276	\$ 3,724	68.97%	
72310	331	Legal Services	\$ 15,000	15,646	\$ (646)	104.30%	
72310	355	Travel	\$ 500	-	\$ 500	0.00%	
72310	399	Other Contracted Services	\$ 10,000	7,250	\$ 2,750	72.50%	
72310	499	Other Supplies & Materials	\$ 2,000	958	\$ 1,042	47.92%	
72310	506	Liability Insurance	\$ 89,036	-	\$ 89,036	0.00%	
72310	506	*Athletic Liability Insurance	\$ 41,000	39,412	\$ 1,588	96.13%	
72310	508	Corporate Surety Bonds	\$ 150	144	\$ 6	96.00%	
72310	510	Trustee's Commission	\$ 500,000	278,820	\$ 221,180	55.76%	
72310	513	Workman's Compensation Insurance	\$ 450,633	-	\$ 450,633	0.00%	
72310	524	In-service Staff Development	\$ 26,000	14,776	\$ 11,224	56.83%	
72310	599	Other Charges	\$ 30,000	4,989	\$ 25,011	16.63%	
72310	599	Athletics/Band Travel	\$ 80,676	30,211	\$ 50,465	37.45%	
		Total Board of Education	\$ 1,310,687	\$ 439,763	\$ 870,924	33.55%	
		Superintendent					
72320	101	Superintendent	\$ 198,800	111,444	\$ 87,356	56.06%	
72320	117	Career Ladder	\$ -	-	\$ -	#DIV/0!	
72320	161	Secretary	\$ 56,100	32,887	\$ 23,213	58.62%	
72320	188	Bonus	\$ 2,000	2,000	\$ -	100.00%	
72320	189	Other Salaries	\$ -	1,000	\$ (1,000)	#DIV/0!	
72320	201	Social Security	\$ 15,671	9,176	\$ 6,495	58.55%	
72320	204	Retirement	\$ 20,231	12,032	\$ 8,199	59.47%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72320	206	Life Insurance	\$ 617	183	\$ 434	29.69%	
72320	207	Medical Insurance	\$ 33,000	20,112	\$ 12,888	60.95%	
72320	208	Dental Insurance	\$ 820	452	\$ 368	55.18%	
72320	212	Medicare	\$ 3,725	2,146	\$ 1,579	57.61%	
72320	217	Retirement - Hybrid Stabilization	\$ 2,890	1,669	\$ 1,221	57.74%	
72320	299	Other Fringe Benefits	\$ 1,200	5,000	\$ (3,800)	416.67%	
72320	307	Communications	\$ 60,000	29,110	\$ 30,890	48.52%	
72320	320	Dues & Memberships	\$ 12,000	4,377	\$ 7,623	36.48%	
72320	348	Postal Charges	\$ 10,000	3,382	\$ 6,618	33.82%	
72320	355	Travel	\$ 1,000	487	\$ 513	48.69%	
72320	399	Other Contracted Services	\$ 11,000	7,536	\$ 3,464	68.51%	
72320	435	Office Supplies	\$ 7,000	3,535	\$ 3,465	50.50%	
72320	499	Other Supplies and Materials	\$ -	10,991	\$ (10,991)	#DIV/0!	
72320	524	Staff Development - Leadership Program	\$ 11,000	4,853	\$ 6,147	44.12%	
72320	599	Other Charges	\$ 13,000	162	\$ 12,838	1.25%	
72320	701	Administrative Equipment	\$ 2,000	-	\$ 2,000	0.00%	
		Total Director of Schools	\$ 462,054	\$ 262,534	\$ 199,520	56.82%	
		OFFICE OF THE PRINCIPAL					
72410	104	Principals	\$ 1,386,819	812,361	\$ 574,459	58.58%	
72410	117	Career Ladder	\$ 2,000	500	\$ 1,500	25.00%	
72410	119	Bookkeepers	\$ 497,760	270,532	\$ 227,228	54.35%	
72410	139	Assistant Principals	\$ 2,226,223	1,261,461	\$ 964,762	56.66%	
72410	161	Secretary	\$ 1,141,300	613,574	\$ 527,726	53.76%	
72410	188	Bonus	\$ 140,000	164,000	\$ (24,000)	117.14%	
72410	189	Data Processing Personnel	\$ 75,422	43,996	\$ 31,426	58.33%	
72410	201	Social Security	\$ 327,439	186,910	\$ 140,529	57.08%	
72410	204	Retirement	\$ 401,541	217,639	\$ 183,902	54.20%	
72410	206	Life Insurance	\$ 12,883	6,192	\$ 6,691	48.06%	
72410	207	Medical Insurance	\$ 610,972	332,002	\$ 278,970	54.34%	
72410	208	Dental Insurance	\$ 16,515	9,240	\$ 7,275	55.95%	
72410	211	Local Retirement	\$ -	6,064	\$ (6,064)	#DIV/0!	
72410	212	Medicare	\$ 77,834	43,746	\$ 34,088	56.20%	
72410	217	Retirement - Hybrid Stabilization	\$ 22,692	12,241	\$ 10,451	53.94%	
72410	307	Communication	\$ 80,000	43,989	\$ 36,011	54.99%	
72410	320	Dues & Memberships	\$ 2,000	2,000	\$ -	100.00%	
72410	348	Postal Charges	\$ 8,173	9,306	\$ (1,133)	113.86%	
72410	355	Travel	\$ 1,684	1,684	\$ -	100.00%	
72410	435	Office Supplies	\$ 5,475	7,212	\$ (1,737)	131.73%	
72410	499	Other Supplies & Materials	\$ -	438	\$ (438)	#DIV/0!	
72410	524	In-service/Staff Development	\$ 912	-	\$ 912	0.00%	
72410	701	Administrative Equipment	\$ 1,540	1,450	\$ 90	94.15%	
		Total Office of the Principal	\$ 7,039,184	\$ 4,046,537	\$ 2,992,647	57.49%	
		FISCAL SERVICES					
72510	105	Administration	\$ 121,634	70,947	\$ 50,687	58.33%	
72510	119	Bookkeepers	\$ 323,619	181,818	\$ 141,801	56.18%	
72510	188	Bonus	\$ 12,000	12,000	\$ -	100.00%	
72510	201	Social Security	\$ 27,892	15,457	\$ 12,435	55.42%	
72510	204	Retirement	\$ 54,422	31,172	\$ 23,250	57.28%	
72510	206	Life Insurance	\$ 1,069	510	\$ 559	47.72%	
72510	207	Medical Insurance	\$ 43,210	30,456	\$ 12,754	70.48%	
72510	208	Dental Insurance	\$ 1,250	954	\$ 296	76.31%	
72510	211	Local Retirement	\$ 4,610	2,665	\$ 1,945	57.82%	
72510	212	Medicare	\$ 6,630	3,615	\$ 3,015	54.52%	
72510	217	Retirement - Hybrid Stabilization	\$ 2,895	1,772	\$ 1,123	61.22%	
72510	306	Bank Charges	\$ 5,000	-	\$ 5,000	0.00%	
72510	320	Dues & Memberships	\$ 1,000	120	\$ 880	12.00%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72510	355	Travel	\$ 100	62	\$ 38	61.88%	
72510	399	Other Contracted Services	\$ 50,500	57,220	\$ (6,720)	113.31%	
72510	411	Data Processing Supplies	\$ 4,500	2,316	\$ 2,184	51.46%	
72510	435	Office Supplies	\$ 4,000	1,981	\$ 2,019	49.54%	
72510	499	Other Supplies and Materials	\$ 1,000	1,503	\$ (503)	150.27%	
72510	524	Staff Development	\$ 5,000	2,891	\$ 2,109	57.82%	
72510	599	Other Charges	\$ 250	-	\$ 250	0.00%	
72510	701	Administrative Equipment	\$ 3,000	5,192	\$ (2,192)	173.06%	
		Total Fiscal Services	\$ 673,581	\$ 422,652	\$ 250,929	62.75%	
		HUMAN RESOURCES					
72520	105	Supervisor/Director	\$ 93,791	54,711	\$ 39,080	58.33%	
72520	161	Secretary	\$ 148,596	86,384	\$ 62,212	58.13%	
72520	188	Personal Bonus	\$ 8,000	8,000	\$ -	100.00%	
72520	201	Social Security	\$ 15,274	8,754	\$ 6,520	57.32%	
72520	204	State Retirement	\$ 28,185	16,624	\$ 11,561	58.98%	
72520	206	Life Insurance	\$ 582	252	\$ 330	43.33%	
72520	207	Medical Insurance	\$ 34,096	17,686	\$ 16,411	51.87%	
72520	208	Dental Insurance	\$ 1,000	501	\$ 499	50.13%	
72520	212	Medicare	\$ 3,631	2,047	\$ 1,584	56.39%	
72520	217	Retirement - Hybrid Stabilization	\$ 2,479	1,538	\$ 941	62.03%	
72520	320	Dues and Memberships	\$ 250	50	\$ 200	20.00%	
72520	355	Travel	\$ 250	53	\$ 197	21.28%	
72520	399	Other Contracted Services	\$ 3,000	6,248	\$ (3,248)	208.28%	
72520	435	Office Supplies	\$ 2,000	797	\$ 1,203	39.86%	
72520	499	Other Supplies	\$ -	200	\$ (200)	#DIV/0!	
72520	524	Staff Development	\$ 4,000	5,323	\$ (1,323)	133.07%	
72520	701	Administrative Equipment	\$ 1,000	-	\$ 1,000	0.00%	
		Total Human Resources	\$ 346,134	\$ 209,170	\$ 136,964	60.43%	
		OPERATION OF PLANT					
72610	160	Guards	\$ 220,320	91,854	\$ 128,466	41.69%	
72610	166	Custodial Personnel	\$ 2,066,520	1,099,020	\$ 967,500	53.18%	
72610	166	Summer Worker (510)	\$ 16,320	6,532	\$ 9,788	40.03%	
72610	166	Custodian Overtime	\$ 7,000	13,000	\$ (6,000)	185.72%	
72610	188	Bonus	\$ 111,050	106,700	\$ 4,350	96.08%	
72610	201	Social Security	\$ 147,694	75,506	\$ 72,188	51.12%	
72610	204	Retirement	\$ 232,968	133,991	\$ 98,977	57.51%	
72610	206	Life Insurance	\$ 5,544	2,149	\$ 3,395	38.75%	
72610	207	Medical Insurance	\$ 324,154	198,474	\$ 125,680	61.23%	
72610	208	Dental Insurance	\$ 8,500	5,184	\$ 3,316	60.99%	
72610	211	Local Retirement	\$ 18,000	8,550	\$ 9,450	47.50%	
72610	212	Medicare	\$ 35,108	17,878	\$ 17,230	50.92%	
72610	217	Retirement - Hybrid Stabilization	\$ 21,551	9,985	\$ 11,566	46.33%	
72610	359	Disposal Fees	\$ 130,000	76,658	\$ 53,342	58.97%	
72610	399	Other Contracted Services	\$ -	66,778	\$ (66,778)	#DIV/0!	
72610	410	Custodial Supplies	\$ 160,000	110,019	\$ 49,981	68.76%	
72610	415	Electricity	\$ 1,950,000	1,040,326	\$ 909,674	53.35%	
72610	434	Natural Gas	\$ 265,000	141,716	\$ 123,284	53.48%	
72610	454	Water & Sewer	\$ 320,000	148,064	\$ 171,936	46.27%	
72610	471	Trane Cloud System	\$ 25,000	-	\$ 25,000	0.00%	
72610	499	Other Supplies & Materials	\$ 5,000	3,082	\$ 1,918	61.64%	
72610	599	Other Charges	\$ -	-	\$ -	#DIV/0!	
72610	720	Plant Operating Equipment	\$ 5,000	-	\$ 5,000	0.00%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
		Total Operation of Plant	\$ 6,074,729	\$ 3,355,464	\$ 2,719,265	55.24%	
		MAINTENANCE OF PLANT					
72620	105	Administration	\$ 93,898	54,761	\$ 39,137	58.32%	
72620	161	Secretary	\$ 47,430	26,131	\$ 21,299	55.09%	
72620	167	Maintenance Personnel	\$ 1,201,918	611,145	\$ 590,773	50.85%	
72620	188	Bonus	\$ 46,000	44,000	\$ 2,000	95.65%	
72620	201	Social Security	\$ 84,744	41,726	\$ 43,018	49.24%	
72620	204	Retirement	\$ 200,001	105,158	\$ 94,843	52.58%	
72620	206	Life Insurance	\$ 3,224	1,435	\$ 1,789	44.51%	
72620	207	Medical Insurance	\$ 237,169	129,359	\$ 107,810	54.54%	
72620	208	Dental Insurance	\$ 6,393	3,169	\$ 3,224	49.57%	
72620	211	Local Retirement	\$ 7,500	2,739	\$ 4,761	36.52%	
72620	212	Medicare	\$ 20,144	9,759	\$ 10,385	48.44%	
72620	217	Retirement - Hybrid Stabilization	\$ 8,121	4,153	\$ 3,968	51.14%	
72620	307	Communications	\$ 12,000	2,475	\$ 9,525	20.62%	
72620	336	Maint & Repair Service - Equipment	\$ 7,500	10,055	\$ (2,555)	134.06%	
72620	399	Other Contracted Services	\$ 130,000	61,379	\$ 68,621	47.21%	
72620	399	ESG M& V Services	\$ 17,000	-	\$ 17,000	0.00%	
72620	399	Other Contracted Svcs - Rsvrd for Encmbrnc	\$ 20,869	20,869	\$ (0)	100.00%	
72620	499	Other Supplies & Materials	\$ 255,000	188,094	\$ 66,906	73.76%	
72620	599	Other Charges	\$ 3,000	-	\$ 3,000	0.00%	
		Total Maintenance of Plant	\$ 2,401,911	\$ 1,316,406	\$ 1,085,505	54.81%	
		TRANSPORTATION					
72710	164	Attendants	\$ -	1,856	\$ (1,856)	#DIV/0!	
72710	189	Other Salaries & Wages - Bus Assistants	\$ 38,600	10,302	\$ 28,298	26.69%	
72710	201	Social Security	\$ 2,393	725	\$ 1,668	30.29%	
72710	204	Retirement	\$ 4,170	773	\$ 3,397	18.54%	
72710	211	Local Retirement	\$ 300	81	\$ 219	27.08%	
72710	212	Medicare	\$ 560	170	\$ 390	30.28%	
72710	217	Retirement - Hybrid Stabilization	\$ 100	106	\$ (6)	106.10%	
72710	312	Special Education Transportation	\$ 3,000	240	\$ 2,760	8.00%	
72710	314	Contracts w/Public Carrier	\$ 3,037,269	-	\$ 3,037,269	0.00%	
72710	338	Maint & Repair Service	\$ 15,000	7,288	\$ 7,712	48.58%	
72710	425	Gasoline	\$ 50,000	21,819	\$ 28,181	43.64%	
72710	450	Tires & Tubes	\$ 5,000	1,677	\$ 3,323	33.53%	
72710	453	Vehicle Parts	\$ 9,000	2,857	\$ 6,143	31.74%	
72710	499	Other Supplies & Materials	\$ -	325	\$ (325)	#DIV/0!	
72710	729	Transportation Equipment	\$ 334,000	-	\$ 334,000	0.00%	
		Total Transportation	\$ 3,499,392	\$ 48,218	\$ 3,451,174	1.38%	
		PUBLIC RELATIONS					
72810	188	Bonus	\$ 4,000	4,000	\$ -	100.00%	
72810	189	Other Salaries and Wages	\$ 115,310	70,856	\$ 44,454	61.45%	
72810	201	Social Security	\$ 7,278	4,237	\$ 3,041	58.22%	
72810	204	Retirement	\$ 8,729	5,689	\$ 3,040	65.17%	
72810	206	Life Insurance	\$ 286	109	\$ 177	38.08%	
72810	207	Medical Insurance	\$ 16,888	12,647	\$ 4,241	74.89%	
72810	208	Dental Insurance	\$ 410	305	\$ 105	74.35%	
72810	212	Medicare	\$ 1,730	991	\$ 739	57.28%	
72810	217	Retirement - Hybrid Stabilization	\$ 1,649	1,030	\$ 619	62.45%	
72810	355	Travel Public Relations	\$ 1,000	-	\$ 1,000	0.00%	
72810	399	Contracted Services Public Relations	\$ 16,000	11,259	\$ 4,741	70.37%	
72810	435	Office Supplies Public Relations	\$ 1,500	-	\$ 1,500	0.00%	
72810	499	Other Supplies & Materials-Public Relations	\$ 4,200	1,631	\$ 2,569	38.84%	

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended	Actual	Budget Amount	Percentage	
			Budget	Amounts	Remaining	of Budget to Date	
72810	524	In-service Staff Development - Public Relations	\$ 4,200	5,200	\$ (1,000)	123.82%	
72810	599	Other Charges Public Relations	\$ 2,000	217	\$ 1,783	10.86%	
72810	709	Data Processing Equipment Public Relations	\$ 3,000	-	\$ 3,000	0.00%	
		Total Public Relations	\$ 188,180	\$ 118,171	\$ 70,009	62.80%	
		COMMUNITY SERVICE					
73300	105	Supervisor/Director	\$ 376,912	182,864	\$ 194,048	48.52%	
73300	188	Bonus	\$ 42,000	18,350	\$ 23,650	43.69%	
73300	189	Other Salaries and Wages	\$ 906,250	448,145	\$ 458,105	49.45%	
73300	201	Social Security	\$ 81,388	38,371	\$ 43,017	47.15%	
73300	204	Retirement	\$ 13,988	11,590	\$ 2,398	82.85%	
73300	206	Life Insurance	\$ 321	248	\$ 73	77.20%	
73300	207	Medical Insurance	\$ 32,250	19,199	\$ 13,051	59.53%	
73300	208	Dental Insurance	\$ 1,200	611	\$ 589	50.91%	
73300	211	Local Retirement	\$ 200	14	\$ 186	7.15%	
73300	212	Medicare	\$ 23,857	9,296	\$ 14,561	38.97%	
73300	217	Hybrid Stabilization	\$ -	2,039	\$ (2,039)	#DIV/0!	
73300	307	Communications	\$ 1,553	436	\$ 1,117	28.09%	
73300	355	Travel	\$ 3,700	-	\$ 3,700	0.00%	
73300	399	Other Contracted Services	\$ 8,300	2,981	\$ 5,319	35.92%	
73300	422	Food Supplies	\$ 44,539	10,775	\$ 33,764	24.19%	
73300	499	Other Supplies	\$ 61,479	19,757	\$ 41,722	32.14%	
73300	509	Refunds	\$ 2,915	256	\$ 2,659	8.78%	
73300	524	Staff Development	\$ 5,762	470	\$ 5,292	8.16%	
73300	599	Other Charges	\$ 19,400	1,477	\$ 17,923	7.61%	
73300	790	Other Equipment	\$ 6,000	-	\$ 6,000	0.00%	
		Total Community Services	\$ 1,632,014	\$ 766,878	\$ 865,136	46.99%	
		EARLY CHILDHOOD EDUCATION					
73400	105	Supervisor/Director	\$ 60,000	12,546	\$ 47,454	20.91%	
73400	116	Teachers	\$ 136,847	73,984	\$ 62,863	54.06%	
73400	163	Educational Assistants	\$ 40,290	14,345	\$ 25,945	35.60%	
73400	188	Bonus	\$ 10,000	8,000	\$ 2,000	80.00%	
73400	189	Other Salaries & Wages	\$ 110,000	110,177	\$ (177)	100.16%	
73400	201	Social Security	\$ 21,996	13,399	\$ 8,597	60.92%	
73400	204	Retirement	\$ 10,879	5,911	\$ 4,968	54.34%	
73400	206	Life Insurance	\$ 328	134	\$ 194	40.76%	
73400	207	Medical Insurance	\$ 27,454	7,011	\$ 20,444	25.54%	
73400	208	Dental Insurance	\$ 410	420	\$ (10)	102.48%	
73400	211	Local Retirement	\$ -	-	\$ -	#DIV/0!	
73400	212	Medicare	\$ 5,178	3,134	\$ 2,044	60.52%	
73400	217	Retirement - Hybrid Stabilization	\$ 1,437	794	\$ 643	55.29%	
73400	307	Communications	\$ 50	24	\$ 26	48.00%	
73400	399	Other Contracted Services	\$ 1,000	-	\$ 1,000	0.00%	
73400	422	Food Supplies	\$ -	1,264	\$ (1,264)	#DIV/0!	
73400	429	Instructional Supplies	\$ -	-	\$ -	#DIV/0!	
73400	499	Other Supplies & Materials	\$ 18,000	1,263	\$ 16,737	7.02%	
73400	509	Refunds	\$ 500	70	\$ 430	14.00%	
73400	524	Staff Development	\$ 2,000	-	\$ 2,000	0.00%	
73400	599	Other Charges	\$ 2,000	-	\$ 2,000	0.00%	
73400	790	Other Equipment	\$ 10,000	-	\$ 10,000	0.00%	
		Total Early Childhood Education	\$ 458,369	\$ 252,475	\$ 205,894	55.08%	
		CAPITAL OUTLAY					

JOHNSON CITY SCHOOLS							
Statement of Revenues, Expenditures, and Changes in Fund Balance							
For the Period Ended January 31, 2026							
							58.33%
			Amended Budget	Actual Amounts	Budget Amount Remaining	Percentage of Budget to Date	
76100	707	Building Improvements	\$ 225,000	9,143	\$ 215,857	4.06%	
76100	707	Building Improvements - Special Budget Requests	\$ 672,500	14,171	\$ 658,329	2.11%	
76100	707	Reserved for Encumbrances	\$ 91,315	42,025	\$ 49,290	46.02%	
76100	799	Other Capital Outlay - Reserved for Encumbrances	\$ 103,113	-	\$ 103,113	0.00%	
76100	799	Other Capital Outlay - Playgrounds	\$ 50,000	-	\$ 50,000	0.00%	
76100	799	Other Capital Outlay - Coordinated School Health	\$ 40,000	-	\$ 40,000	0.00%	
76100	799	Other Capital Outlay - Special Budget Requests	\$ 72,000	44,538	\$ 27,462	61.86%	
		Total Capital Outlay	\$ 1,253,928	\$ 109,878	\$ 1,144,050	8.76%	
		DEBT SERVICE					
82130	601	Sales Tax Trust Fund	\$ 1,837,155	1,242,370	\$ 594,785	67.62%	
82130	601	ESG Bond Principal Payments 2017 Issue	\$ 430,000	-	\$ 430,000	0.00%	
82230	603	ESG Bond Interest Payments - 2017 Issue	\$ 118,900	59,450	\$ 59,450	50.00%	
82230	699	ESG Bond Other Services/Fees Payments	\$ -	-	\$ -	#DIV/0!	
		Total Debt Service	\$ 2,386,055	\$ 1,301,821	\$ 1,084,234	54.56%	
		TRANSFERS					
99100	590	Operating Transfers (PREK)	\$ 52,739	629	\$ 52,110	1.19%	
99100	590	Operating Transfer - SRO Overtime	\$ 10,000	-	\$ 10,000	0.00%	
		Total Transfers	\$ 62,739	\$ 629	\$ 62,110	1.00%	
		TOTAL EXPENDITURES	\$ 108,537,576	\$ 57,694,626	\$ 50,560,066	53.16%	
		NET CHANGE IN FUND BALANCE	\$ (5,674,611)	\$ 2,807,934	\$ (8,199,660)		
		NET CHANGE IN FUND BALANCE BREAKDOWN					
		UNDESIGNATED					
		Textbooks	\$ 768,700	\$ 71,150	\$ 697,550		
		One-Time Bonus	\$ 1,320,500	\$ 1,100,606	\$ 219,894		
		Special Budget Requests	\$ 1,100,000	\$ 127,097	\$ 972,903		
		Capital	\$ 223,552	\$ 9,143	\$ 214,409		
		Encumbrances	\$ 1,156,040	\$ 937,778	\$ 218,262		
		Local Extended Contracts	\$ 146,280	\$ -	\$ 146,280		
		Local Donations	\$ 5,915	\$ -	\$ 5,915		
		Chromebooks	\$ 800,000	\$ -	\$ 800,000		
		Total Undesignated Fund Balance	\$ 5,520,987	\$ 2,245,774	\$ 3,275,213		
		EDUCARE	\$ 153,624	\$ (154,415)	\$ 308,039		
		Total Net Change in Fund Balance	\$ 5,674,611	\$ 2,091,359	\$ 3,583,252		

		AMOUNT
Acct	Acct	
A	Asset	
11130	CASH IN BANK	18,200,344.69
11131	FOOD SERVICE CASH	0.00
11133	RETAINAGE ESCROW ACCOUNT	0.00
11200	INVENTORIES	61,058.42
11300	INVESTMENTS	1,575,988.27
11410	ACCOUNTS RECEIVABLE	-51,409.60
11420	DUE FROM WASHINGTON CO GASB 33	20,072,876.00
11430	DUE FROM OTHER GOVERNMENTS	5,749,443.74
11440	DUE FROM OTHER FUNDS	51,569.35
11460	DUE FROM CITY GENERAL FUND	0.00
48610	DONATIONS	0.00
71100	REGULAR INSTRUCTION PROGRAM	0.00
72410	OFFICE OF THE PRINCIPAL	0.00
-----	Asset	45,659,870.87
		=====
L	Liability	
21100	ACCOUNTS PAYABLE	-67,256.02
21200	ACCRUED PAYROLL	-2,517,588.42
21310	INCOME TAX WITHHELD AND UNPAID	0.00
21311	STATE INCOME TAX	0.00
21320	SOCIAL SECURITY TAX	-156,090.42
21325	EMPLOYEE MEDICARE DEDUCTION	-36,505.14
21330	RETIREMENT CONTRIBUTIONS	-171,786.67
21331	THE TRUST COMPANY	-1,647.92
21332	GREAT WEST DC PLAN	-123.57
21340	FAMILY HEALTH INSURANCE	0.00
21341	MEDICAL INSURANCE	25,437.76
21342	SECTION 125	-92,971.08
21344	PAYROLL DEDUCTIONS	-28,037.06
21345	JCEA	0.00
21346	NTA	0.00
21347	NAS INC	0.00
21348	DENTAL INSURANCE	44,028.20
21350	TAX SHELTER ANNUITIES	0.00
21351	HEALTH SAVINGS ACCOUNT	0.00
21360	GARNISHMENTS AND LEVIES	0.00
21370	EXTENSION SERVICE PAYROLL DEDU	0.00
21390	OTHER PAYROLL DEDUCTIONS	-28.00
21410	CONSTRUCTION RETAINAGE PAYABLE	0.00
21500	DUE TO OTHER FUNDS	-50.00
21518	DEFERRED REVENUE	-20,074,379.00
21520	DUE TO FOOD SERVICE	-670,225.35
21521	REVTRAK CLEARING ACCOUNT	-263.63
21540	DUE TO DEBT SERVICE FUND 1/4 C	-527,033.10
21555	DUE TO OTHER GOVERNMENTS	0.00
-----	Liability	-24,274,519.42
		=====

Acct	Acct	AMOUNT
Q	Equity	
34110	RESERVED FOR ENCUMBRANCES - CU	-1,156,814.21
34130	RESERVED FOR CHROMEBOOKS	-84,322.72
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	-72,121.76
34170	RESERVED FOR PROJECT SMILE	0.00
34179	LOCAL EXTENDED CONTRACTS	-146,280.00
34180	RESERVED FOR SUMMER SCHOOL	0.00
34181	RESERVED FOR LOCAL DONATIONS	-5,914.95
34379	RESERVED FOR EXTENDED CONTRACT	0.00
34380	RESERVED FOR CAREER LADDER PRO	2,063.58
34381	RESERVED FOR BEP CLASSROOM	0.00
34383	RESERVED FOR TECHNOLOGY	0.00
34384	RESERVED FOR TEXTBOOKS	0.00
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	0.00
34394	RESERVE FOR HVAC	0.00
34395	RESERVE FOR SPECIAL BUDGET REQ	-583,000.00
34400	RESERVED FOR COMPENSATED ABSEN	-4,208,177.34
34450	RESERVED FOR GOLLONG	0.00
35110	DESIGNATED FOR 0.03 FUND BALAN	-3,049,135.41
35120	DESIGNATED FOR STIMULUS RECOVE	0.00
39000	UNDESIGNATED FUND BALANCE	-12,081,648.64
-----	Equity	-21,385,351.45
		=====
-----		0.00
	Grand Asset Totals	45,659,870.87
	Grand Liability Totals	-24,274,519.42
	Grand Equity Totals	-21,385,351.45
	Grand Totals	0.00

Number of Accounts: 457

***** 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	12,738,140.00	4,792,597.33	7,080,490.87	5,657,649.13	55.58%
141	40120	TRUSTEE'S COLLECTIONS - PRIOR	280,555.00	24,197.42	170,076.66	110,478.34	60.62%
141	40130	CIRCUIT CLERK/CLERK & MASTER C	100,000.00	1,906.28	53,920.92	46,079.08	53.92%
141	40140	INTEREST AND PENALTY	135,000.00	4,236.75	28,845.13	106,154.87	21.37%
141	40150	PICK-UP TAXES	5,500.00	5.14	119.55	5,380.45	2.17%
141	40162	PAYMENTS IN LIEU OF TAXES - LO	215,000.00	0.00	195,238.97	19,761.03	90.81%
141	40163	PAYMENTS IN LIEU OF TAXES - OT	18,000.00	0.00	12,017.96	5,982.04	66.77%
141	40210	LOCAL OPTION SALES TAX	20,752,299.00	1,848,622.18	12,851,728.14	7,900,570.86	61.93%
141	40270	BUSINESS TAX	517,000.00	8,204.15	149,487.88	367,512.12	28.91%
141	40275	MIXED DRINK TAX	3,500.00	15.07	92.10	3,407.90	2.63%
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---		34,859,994.00	6,679,784.32	20,542,018.18	14,317,975.82	58.93%
41000							
141	41110	MARRIAGE LICENSE	1,700.00	99.29	1,014.14	685.86	59.66%
141	41---		1,700.00	99.29	1,014.14	685.86	59.66%
43000							
141	43511	TUITION - REGULAR DAY STUDENTS	250,000.00	24,502.17	220,151.19	29,848.81	88.06%
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	30,000.00	0.00	-350.00	30,350.00	-1.17%
141	43542	CNTRCT FOR INSTR SVCS W/LEA'S	0.00	0.00	0.00	0.00	0.00%
141	43581	COMMUNITY SERVICE FEES-CHILDR	1,696,900.00	216,941.46	1,030,123.17	666,776.83	60.71%
141	43990	OTHER CHARGES FOR SERVICES	81,000.00	6,984.67	38,395.80	42,604.20	47.40%
141	43---		2,057,900.00	248,428.30	1,288,320.16	769,579.84	62.60%
44000							
141	44110	INTEREST EARNED	0.00	0.00	0.00	0.00	0.00%
141	44120	LEASE / RENTALS	0.00	0.00	354.80	-354.80	0.00%
141	44146	E-RATE FUNDING	0.00	0.00	0.00	0.00	0.00%
141	44160	RETIREE'S' INSURANCE PAYMENTS	23,000.00	2,574.64	14,955.78	8,044.22	65.03%
141	44170	MISCELLANEOUS REFUNDS	0.00	1,054.55	11,571.32	-11,571.32	0.00%
141	44530	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00	0.00%
141	44570	CONTRIBUTIONS	11,000.00	8,120.10	33,658.14	-22,658.14	305.98%
141	44990	OTHER LOCAL REVENUES	0.00	34.04	218.08	-218.08	0.00%
141	44---		34,000.00	11,783.33	60,758.12	-26,758.12	178.70%

Fnd	Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE COLLECTIONS	YEAR-TO-DATE COLLECTIONS	UNCOLLECTED REVENUES	PERCENT COLLECTED
46000							
141	46510	TISA	49,705,348.00	4,912,473.80	30,416,627.31	19,288,720.69	61.19%
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	1,390,518.00	0.00	1,341,032.20	49,485.80	96.44%
141	46592	INTERNET CONNECTIVITY	0.00	0.00	0.00	0.00	0.00%
141	46596	PAID PARENTAL LEAVE	0.00	0.00	0.00	0.00	0.00%
141	46610	CAREER LADDER PROGRAM	63,500.00	0.00	31,587.14	31,912.86	49.74%
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	0.00	0.00	0.00%
141	46---		51,170,366.00	4,912,473.80	31,789,246.65	19,381,119.35	62.12%
47000							
141	47143	EDUCATION OF THE HANDICAPPED A	0.00	0.00	0.00	0.00	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	7,011.20	39,029.00	35,971.00	52.04%
141	47---		75,000.00	7,011.20	39,029.00	35,971.00	52.04%
48000							
141	48610	DONATIONS	0.00	0.00	0.79	-0.79	0.00%
141	48---		0.00	0.00	0.79	-0.79	0.00%
49000							
141	49315	SBITA ISSUED	0.00	0.00	0.00	0.00	0.00%
141	49316	SBITA ISSUED	0.00	0.00	0.00	0.00	0.00%
141	49800	OPERATING TRANSFERS	0.00	0.00	0.00	0.00	0.00%
141	49810	CITY GENERAL FUND TRANSFER	14,664,005.00	968,894.67	6,782,172.65	7,881,832.35	46.25%
141	49---		14,664,005.00	968,894.67	6,782,172.65	7,881,832.35	46.25%
Grand Revenue Totals			102,862,965.00	12,828,474.91	60,502,559.69	42,360,405.31	58.82%

Number of Accounts: 189

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

Fnd	Acct	Acct	AMENDED BUDGET	MONTH-TO-DATE	YEAR-TO-DATE	OUTSTANDING	2025-26 FYTD	Percent of
			AMOUNT	EXPENDITURES	EXPENDITURES	ENCUMBRANCES	Unencumbered Bal	Budget Remaining
141	70106	CONSTRUCTION	0.00	0.00	0.00	0.00	0.00	0.00
141	71100	REGULAR INSTRUCTION PROGRAM	54,665,635.25	4,402,363.84	30,577,414.58	73,257.30	24,014,963.37	43.93
141	71150	ALTERNATIVE INSTRUCTION PROGRA	1,642,486.00	106,958.25	920,045.81	300.00	722,140.19	43.97
141	71200	SPECIAL EDUCATION PROGRAM	5,783,154.00	534,623.38	3,213,761.50	197.78	2,569,194.72	44.43
141	71300	VOCATION EDUCATION PROGRAM	2,786,436.00	277,772.33	1,517,485.59	1,093.33	1,267,857.08	45.50
141	71600	ADULT EDUCATION PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
141	72110	ATTENDANCE	479,969.00	26,103.22	253,930.88	0.00	226,038.12	47.09
141	72120	HEALTH SERVICES	1,146,701.00	100,640.44	673,509.11	0.00	473,191.89	41.27
141	72130	OTHER STUDENT SUPPORT	3,797,537.00	316,775.30	2,075,566.47	0.00	1,721,970.53	45.34
141	72210	REGULAR INSTRUCTION PROGRAM	6,055,676.72	515,781.03	3,432,531.23	40,180.46	2,582,965.03	42.65
141	72215	ALTERNATIVE INSTRUCTION PROGRA	71,659.00	8,263.63	45,194.58	0.00	26,464.42	36.93
141	72220	SPECIAL EDUCATION PROGRAM	1,543,932.00	147,399.71	914,284.62	1,102.18	628,545.20	40.71
141	72230	VOCATION EDUCATION PROGRAM	228,452.00	18,483.68	126,873.81	0.00	101,578.19	44.46
141	72250	TECHNOLOGY	2,546,981.00	164,995.18	1,293,431.37	14,535.00	1,239,014.63	48.65
141	72260	ADULT PROGRAMS	0.00	0.00	0.00	0.00	0.00	0.00
141	72310	BOARD OF EDUCATION	1,310,687.00	127,455.37	439,762.79	16,853.76	854,070.45	65.16
141	72320	OFFICE OF THE SUPERINTENDENT	462,054.00	35,915.48	262,534.32	2,702.36	196,817.32	42.60
141	72410	OFFICE OF THE PRINCIPAL	7,039,183.97	578,848.93	4,046,536.82	0.00	2,992,647.15	42.51
141	72510	FISCAL SERVICES	673,581.00	51,914.15	422,651.80	1,164.01	249,765.19	37.08
141	72520	HUMAN RESOURCES	346,134.00	28,666.58	209,170.07	20,537.00	116,426.93	33.64
141	72610	OPERATION OF PLANT	6,074,729.00	506,857.62	3,355,464.46	0.00	2,719,264.54	44.76
141	72620	MAINTENANCE OF PLANT	2,401,910.63	191,902.88	1,316,406.40	73,289.57	1,012,214.66	42.14
141	72710	TRANSPORTATION	3,499,392.00	4,776.74	48,217.75	354,636.00	3,096,538.25	88.49
141	72810	CENTRAL AND OTHER	188,180.00	14,706.77	118,170.54	954.35	69,055.11	36.70
141	73300	COMMUNITY SERVICES	1,632,014.37	105,727.34	766,878.26	5,847.63	859,288.48	52.65
141	73400	EARLY CHILDHOOD EDUCATION	458,369.00	38,777.08	252,475.12	860.12	205,033.76	44.73
141	76100	REGULAR CAPITAL OUTLAY	1,253,928.21	14,171.43	109,877.97	380,664.37	763,385.87	60.88
141	82130	PRINCIPAL	2,267,155.00	178,915.47	1,242,370.18	0.00	1,024,784.82	45.20
141	82230	INTEREST	118,900.00	959.00	59,450.35	0.00	59,449.65	50.00
141	99100	TRANSFERS TO OTHER FUNDS	62,739.00	0.00	629.27	0.00	62,109.73	99.00
Grand Expense Totals			108,537,576.15	8,499,754.83	57,694,625.65	988,175.22	49,854,775.28	45.93

Number of Accounts: 6865

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

SCHOOL BOARD AGENDA ITEM
March 2, 2026 Meeting

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

BACKGROUND INFORMATION:

PEP – Sales Tax Acct:

Sales Tax deposits for January consisted of \$304,234 for the City portion (November Sales) and \$178,915 for the School portion (October Sales). The City deposit for December was made in January. Since July, local option sales tax received is 4.2% (\$134,403) above the previous year through January 31, 2025.

Interest earned for the month of January totaled \$625.

The following payments were transferred from the account in January:

- January Series VII-I-1 monthly interest payment \$40,531
- 2020 GO Annual Principal Payment \$840,000
- 2020 GO Semi-Annual Interest Payment \$182,900
- 2022 GO Annual Principal Payment \$70,000
- 2022 GO Semi-Annual Interest Payment \$39,000
- Fiscal agent fees \$670

Included in the report is a summary of the capital projects that are using PEP funds through January 31, 2026. The City’s Finance department is providing JC Schools Finance department with updated figures each month. The Towne Acres Elementary project shows a negative balance because the bonds have not yet been issued for the project.

As of January 31, 2026, the Educational Facilities bank account had a balance of \$3,370,887.

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, 2026

	FY26 Budget	January, 2026	2nd Quarter	1st Quarter	Current Year to Date	% of Budget	Previous Year to Date
Beginning Bank Balance		\$ 4,060,213.65	\$ 9,997,688.65	\$ 8,946,140.21	\$ 8,946,140.21		\$ 7,744,987.41
Revenues							
City Sales Tax	\$ 3,392,000.00	\$ 304,233.56	\$ 905,828.84	\$ 894,955.08	\$ 2,105,017.48	62.06%	\$ 2,032,042.66
School Sales Tax	1,900,000.00	178,915.47	536,421.61	527,033.10	\$ 1,242,370.18	65.39%	\$ 1,180,942.02
ADA Adjustment	-	-	-	-	\$ -	#DIV/0!	\$ -
Washington County Payment	500,000.00	-	-	-	\$ -	-	\$ -
Interest	38,000.00	625.19	11,819.97	23,480.64	\$ 35,925.80	94.54%	\$ 26,385.80
Total Revenues	5,830,000.00	483,774.22	1,454,070.42	1,445,468.82	3,383,313.46	58.03%	3,239,370.48
Expenditures							
2010 Series VII-I-1 Principal	1,920,000.00	-	-	-	-	0.00%	-
2010 Series VII-I-1 Interest	595,800.00	40,530.91	181,340.42	150,201.26	372,072.59	62.45%	503,467.78
2010 Series VII-I-1 Fiscal Agent	60,000.00	-	-	-	-	0.00%	-
2020 GO - Elem Additions Principal	840,000.00	-	-	-	840,000.00	100.00%	1,615,000.00
2020 GO - Elem Additions Interest	365,800.00	182,900.00	-	180,894.98	363,794.98	99.45%	446,550.00
2022 GO Bond - Principal	70,000.00	70,000.00	-	-	70,000.00	100.00%	65,000.00
2022 GO Bond - Interest	78,000.00	39,000.00	-	39,000.00	78,000.00	100.00%	72,103.10
Columbus Powell HVAC	60,000.00	-	-	-	-	0.00%	-
ITMS Fence - Track	-	-	-	23,807.00	23,807.00	#DIV/0!	-
Secure Vestibules/Foyers	-	-	2,360,209.00	-	2,360,209.00	#DIV/0!	-
South Side HVAC	-	-	3,990,000.00	-	3,990,000.00	#DIV/0!	-
Towne Acres New School	-	-	859,996.00	-	859,996.00	-	-
Bank Services Charges	12,150.00	670.08	-	17.14	687.22	5.66%	384.80
Total Expenditures	4,001,750.00	1,173,100.99	7,391,545.42	393,920.38	8,958,566.79	223.87%	2,702,505.68
Total Net	\$ 1,828,250.00	\$ (689,326.77)	\$ (5,937,475.00)	\$ 1,051,548.44	\$ (5,575,253.33)		\$ 536,864.80
Ending Balance		\$ 3,370,886.88	\$ 4,060,213.65	\$ 9,997,688.65	\$ 3,370,886.88		\$ 8,281,852.21
Statement Balance		\$ 3,370,886.88		\$ 9,997,688.65			
Difference		\$ -		\$ -			

School Capital Projects as of January 31, 2026

Project	South Side HVAC	JC Schools Secure Vestibules	Towne Acres Elementary
Funding			
PEP	\$ 3,990,000.00	\$ 2,360,209.00	\$ 859,996.00
JC Schools		12,000.00	
Bond Issue			\$ 26,049,081.04
Total Revenues	\$ 3,990,000.00	\$ 2,372,209.00	\$ 26,909,077.04
Expenditures			
ESG Contract	\$ 3,990,000.00		
Bond Issue Expense			\$ 499,079.76
Preliminary Design		12,000.00	
State Permits			\$ 18,005.49
Architect/Design		179,742.98	\$ 2,213,405.13
Construction Contract		1,366,005.78	\$ 1,458,809.00
Total Expenditures	\$ 3,990,000.00	\$ 1,557,748.76	\$ 4,189,299.38
Balance	\$ -	\$ 814,460.24	\$ 22,719,777.66

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/21/2025

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

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

PRODUCER Marsh & McLennan Agency LLC Liberty Tower, Suite 500 605 Chestnut Street Chattanooga, TN 37450		CONTACT NAME: Shonda Harris PHONE (A/C, No, Ext): 423-643-0797 E-MAIL ADDRESS: Shonda.Harris@MarshMMA.com FAX (A/C, No):	
INSURED Stellar Therapy Services, LLC P O Box 8114 Chattanooga, TN 37414		INSURER(S) AFFORDING COVERAGE INSURER A : National Fire & Marine Insurance INSURER B : United Wisconsin Insurance Co. INSURER C : Obsidian Specialty Insurance Company INSURER D : INSURER E : INSURER F :	
		NAIC # 20079 29157 16871	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:			HN039807	11/05/2025	11/05/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY			HN039807	11/05/2025	11/05/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y / ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	AFWCP100033288	07/01/2025	07/01/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Cyber Liability			PLMCBSEAGWWEZZ002	11/05/2025	11/05/2026	\$1,000,000
A	Professional Liab			HN039807	11/05/2025	11/05/2026	\$2,000,000 Per Event \$4,000,000 Aggregate

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

CERTIFICATE HOLDER

CANCELLATION

The City of Johnson City
 PO Box 1517
 Johnson City, TN 37605

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

AUTHORIZED REPRESENTATIVE

Vincent A. Canelli



**REQUEST FOR PROPOSAL
MEDICAID REIMBURSEMENT SERVICES
RFP # 6871**

For Johnson City School System

October 30, 2025

Stellar Therapy Services

P. O. Box 8114
Chattanooga, TN 37414

Holly Christopher, CFO
Medicaid Reimbursement Program Director
423-708-2661

holly@stellarterapy.com

www.stellarterapy.com



Table of Contents

1. Cover Letter
2. Company Qualifications
3. Specification Check List
4. Notes and Deviations
5. References
6. Documentation System – StellarDoc
7. Implementation Timeline
8. Cost Proposal



October 30, 2025

City of Johnson City
Purchasing Department
209 Water Street
Johnson City, TN 37601

To Whom It May Concern:

Stellar Therapy Services is pleased to submit this proposal in response to Johnson City Schools RFP #6871 for Medicaid Reimbursement Services. We appreciate the opportunity to partner with your district to implement a compliant and efficient Medicaid reimbursement program that maximizes TennCare reimbursements while reducing administrative burden on school staff.

As the first and most experienced provider of school-based Medicaid reimbursement programs in Tennessee, Stellar Therapy Services brings proven expertise, a strong record of compliance, and a user-friendly documentation platform designed specifically for Tennessee school systems. We currently serve 58 Tennessee districts, supporting more than 600 licensed health providers and helping our partners recover over \$29 million in eligible reimbursements.

Our team is committed to providing a full-service, turnkey solution—handling credentialing, documentation, claim submission, and audit compliance—so that your school personnel can remain focused on their primary mission: serving students.

We are confident that our program will provide Johnson City Schools with measurable financial returns and seamless compliance with all TennCare, Medicaid, and IDEA requirements. We would be honored to serve as your Medicaid reimbursement partner.

Stellar Therapy Services confirms that this proposal, including all pricing, shall remain valid for a minimum of ninety (90) days as required by RFP #6871. Please feel free to contact me directly with any questions.

Sincerely,

Holly Christopher
Chief Financial Officer
Medicaid Reimbursement Program Director
Stellar Therapy Services



2. Company Qualifications

Stellar Therapy Services currently manages Medicaid reimbursement programs for 58 Tennessee public school districts and supports more than 600 licensed healthcare providers. To date, we have helped districts recover more than **\$29 million** in eligible reimbursements. Our program ensures that reimbursements are paid directly to districts rather than through third-party staffing agencies, allowing equitable access to services for all students.

Our proven program model helps Tennessee school districts recover federal Medicaid funds for health-related services delivered in schools under IDEA and Section 504. Using our proprietary web-based system, **StellarDoc**, we ensure full compliance, efficient documentation, and accurate claim submission.

Key benefits to Johnson City Schools include:

- Direct district reimbursement, without reliance on third-party staffing agencies
- Full credentialing support with all TennCare MCOs
- Robust audit readiness and compliance oversight
- Transparent reporting and administrative dashboards
- Dedicated training and technical support for providers and district administrators

Stellar Therapy Services was the first company to successfully implement school-based Medicaid reimbursement programs in Tennessee. Our management team worked directly with TennCare and its Managed Care Organizations (MCOs) to establish the Reimbursement Policy Manual for Schools in Tennessee.

Our corporate office and all our reimbursement programs are in Tennessee. Our staff is knowledgeable in Tennessee and Federal Medicaid law and the Tennessee Medicaid reimbursement process and requirements. As the first company to successfully obtain reimbursements for Tennessee school districts, our management team has been directly involved in meetings and negotiations with the MCO's. We assisted TennCare with the creation of the Reimbursement Policy Manual for Schools in TN. Our experience and knowledge of all the key issues surrounding this type of program in Tennessee separate us from all other vendors. Our program has set the standard for best practice processes for school-based Medicaid reimbursement programs in Tennessee.

Through staff development and constant monitoring of the changes taking place in Tennessee and across the nation, our team stays abreast of the current state and federal rules and regulations regarding state/federal Departments of Education, Medicaid, IDEA and TennCare. The management team regularly attends state and national conferences to also stay informed of upcoming changes and how they will impact the Medicaid reimbursement process for IDEA services in Tennessee.

Stellar developed and manages StellarDoc, an on-line documentation system developed specifically for school-based therapy services in Tennessee. StellarDoc includes quick and easy documentation of



services provided by therapists, detailed reports of IEP implementation, and seamless billing of TennCare for eligible services.

Stellar Therapy Services provides a comprehensive, full-service Medicaid reimbursement program that includes:

- Credentialing of providers and the district with TennCare and all MCOs
- Training for providers on Medicaid-compliant documentation and use of StellarDoc
- Submission and follow-up of all Medicaid claims
- Monthly and quarterly reimbursement reporting
- Tracking of parental consents, physician orders, and eligibility
- Clinical oversight through a Nurse Practitioner and Medical Doctor
- Ongoing compliance monitoring with state and federal requirements

Our “We Take Care of Everything” approach is designed to minimize the administrative burden on district personnel. Stellar performs the credentialing, claim submission, eligibility verification, and reporting on behalf of the district. The district’s role is primarily to collect and forward parental consent forms and ensure their providers are entering their services into StellarDoc.

Stellar Therapy Services adheres to all applicable federal and state regulations, including: - **Individuals with Disabilities Education Act (IDEA)** - **Family Educational Rights and Privacy Act (FERPA)** - **Health Insurance Portability and Accountability Act (HIPAA)** - **TennCare and CMS Medicaid guidelines.**

Through staff development and constant monitoring of the changes taking place in Tennessee and across the nation, our team stays abreast of the current state and federal rules and regulations regarding state/federal Departments of Education, Medicaid, IDEA and TennCare. The management team regularly attends state and national conferences to also stay informed of upcoming changes and how they will impact the Medicaid reimbursement process for IDEA services in Tennessee.

Stellar enjoys a productive relationship with TennCare and communicates regularly with the agency to advocate for more streamlining of school-based billing processes. We are encouraged that TennCare is now supporting reimbursements to school districts and eager to work with us to continue to establish best practices.

TennCare and MCO audit results involving our contracted districts also support that Stellar Therapy is consistently training our districts to follow the federal and state policies and procedures, submitting claims appropriately, include the appropriate visit and IEP documentation as well as required consents and releases. Our contracted districts that have been audited have all passed and have included zero corrections given by TennCare or the MCOs.



The contract will require the disclosure by the district to Stellar certain personally identifiable student information that is confidential under the Family Educational Rights and Privacy Act (FERPA), HIPAA, and IDEA. The Stellar administrative staff undergoes annual privacy compliance training. Our staff is trained in the requirements and their accompanying regulations and will comply with all applicable requirements in the performance of their duties in this contract. Stellar will maintain the confidentiality of all education records and student information and use such records and information for the exclusive purpose of performing its duties in this contract. Stellar will destroy all confidential student information when it is no longer needed for purposes of fulfilling its obligations under the contract.

- a) Our billing process includes automated checks of all of the following prior to releasing a claim for billing to ensure that only eligible claims are submitted:
- Attendance status = PRESENT
 - Contact Note has been “reviewed/submitted” by therapist
 - Student has active TennCare coverage
 - Signed parental consent received
 - Date of service falls within student’s IEP
 - Services provided are in the IEP
 - Physician’s order or Therapist referral matches IEP dates
 - Rendering or Supervising therapist has active health license and is credentialed
 - Supervisor has reviewed and signed off of assistant’s note (when applicable)

StellarDoc has built-in safeguards for each requirement and will not release any claims until all required elements are present and accounted for. These embedded billing restraints are easily modified by our staff when TennCare or insurance requirements change. By ensuring that no claims are submitted without all the required supporting documentation, JCS can be assured that they are operating an audit-ready program. To always stay “audit ready,” our system and processes are designed to capture and review each element needed for a claim to be Medicaid compliant. We will not submit any claim that is not 100% compliant. This approach has resulted in positive outcomes for all TennCare and MCO audits for our contracted districts.

- b) Our billing department reviews reasons for claim denials, makes corrections as needed, contacts the insurance companies when appropriate, files appeals when needed and generally does everything possible to ameliorate claim denials.
- c) Stellar administrative staff utilize online verification of TennCare eligibility resources for every student receiving eligible services. Re-verification takes place on a regular basis in order to capture new TennCare enrolled students.
- d) Stellar has facilitated audits from each of the MCOs as well as TennCare, for both SPED billing and Nursing Services billing. A typical audit is a “desk audit” – we receive notification from the auditing entity by email or regular mail letting us know which students’ claims are



being audited. We have an internal process that allows for quick access to the pertinent documents. Past audits have centered around paid claims and the supporting documents for those claims, ie. assessments, contact notes, orders, IEPs, consents, therapist credentials. We have always had positive outcomes for each audit instance, although many times no notification of results is ever given.

e) Stellar assumes the lead role in any audit of Medicaid claims we submit on a customer's behalf. We are responsible for any financial liabilities resulting from billing errors.

All staff undergo annual training in HIPAA, FERPA, fraud/waste/abuse prevention, and cultural competency. Our internal compliance team monitors updates from TennCare and CMS to ensure that our programs remain audit-ready.

Stellar provides comprehensive training for district staff, therapists, and nurses, including: - Live virtual and in-person provider training sessions

- Ongoing refresher sessions and on-demand webinars
- Administrator training on data reports and program management
- Annual compliance training (HIPAA, Fraud/Waste/Abuse, Cultural Competency)

Stellar will provide a live in-person or online training session for all therapists. This training can be provided multiple times over several days to accommodate schedules. After the live trainings are completed, a recorded webinar will be available to all users.

Learning our documentation system is only one aspect of our training. Therapists will additionally receive information on billing procedures and coding, Medicaid guidelines, consents and orders, communicating with families about TennCare, and what documentation is required by TennCare.

Additional consultation and training services can be provided on a one-on-one or small-group basis with therapists as needed.

State and Federal required trainings for TennCare providers will be provided annually using online materials and testing in the following areas:

- Fraud, Waste and Abuse
- Cultural Competency
- HIPAA compliance

Stellar will train school administrative personnel as requested. The school system will decide who receives training. This training will contain all the information included in the therapist trainings as well as guidance on how to utilize the reporting functions of the documentation systems, suggestions on how to use this data, and how to maintain or improve the quality of the program.

We are committed at Stellar to always operating "audit ready." An integral part of being audit ready is our internal audit process. We also will review documentation and give feedback to the district on any issues that are found.

StellarDoc is our easy-to-use, web-based software for therapist documentation and administrative maintenance of student medical records. We maintain a help line for questions as well as links to



support staff for users. We are happy to work with therapists to make sure they are comfortable using StellarDoc.

Stellar identifies students eligible for Medicaid and provides this information to JCS regularly.

Stellar provides the appropriate notices and consents required to be provided to students (or their parents or legal guardians) under state and federal laws, both in written and digital format. Stellar hosts a digital copy of consent forms that can be accessed by parents and electronically signed.



3. Specification Checklist SCHOOL SYSTEM REQUIREMENTS	PROPOSER COMPLIES (yes or no)	PROPOSED EXCEPTIONS (use separate sheet if necessary)
Proposed System:	✓	
Johnson City Schools is requesting proposals for a Medicaid Reimbursement Service specific to school nursing and therapist services listed under the Special Education Department that provides Medical oversight for all procedures documented/completed.	✓	
Web-based documentation system with on-going technical assistance.	✓	
Administrative services for enrolling and/or maintaining JCS credentials for an in-network group provider with TennCare/Medicaid and all TennCare MCO's.	✓	



Administrative services for enrolling eligible therapists/nurses who are employed or contracted by JCS to become in-network providers with TennCare and each of the TennCare MCO's.	✓	
All forms and written materials shall be provided (ie..parental consent, HIPAA forms and parental notifications)	✓	
Maintenance of the medical charts on eligible students; including tracking parental consents and obtaining physician referrals for the TennCare eligible students.	✓	
Availability of training related to program usage for school nurses and therapists providing services under Special Education.	✓	

Company name: STELLAR THERAPY SERVICES



4. Notes and Deviations

We have no additional notes or deviations.

5. References

We invite you to speak with any of our customers. The following 3 school districts have longevity in our program.

Hamilton County Schools

3074 Hickory Valley Road, Chattanooga, TN 37421

Contact: Terrilyn Ladd, Special Education Director

Email: ladd_t@hcde.org | (423) 498-7124

Average Reimbursements: \$750,000 (SPED), \$200,000 (Nursing)

Sumner County Schools

695 E. Main Street, Gallatin, TN 37066

Contact: Norma Dam, Supervisor of Special Education

Email: Norma.Dam@sumnerschools.org | (615) 451-5423

Average Reimbursements: \$350,000 (SPED), \$150,000 (Nursing)

Tullahoma City Schools

301 West Decherd Street, Tullahoma, TN 37388

Contact: Wendy Wilkerson, Supervisor of Special Education

Email: wendy.wilkerson@tcsedu.net | (931) 454-2639

Average Reimbursements: \$125,000 (SPED), \$25,000 (Nursing)



6. Documentation System – StellarDoc

StellarDoc is a secure, web-based documentation and billing platform developed specifically for Tennessee school-based healthcare services. It integrates seamlessly with the district's IEP management tool, TNPulse, and is FERPA- and HIPAA-compliant.

Key Features:

- Integration with TNPulse reports for data import
- SSL-encrypted access for all users
- Real-time reporting and administrator dashboards
- Secure storage and nightly off-site backups
- Built-in compliance checks to ensure audit readiness
- Customizable documentation templates and prefilled drop-down menus
- Supervisor and administrator visibility for all provider documentation
- Accessible across all standard platforms, browsers, and operating systems
- Therapist views to monitor own documentation activity and caseloads, with ability to export student service log data in TXT, PDF, or MS Excel format
- Supervisors can generate reports of therapists' activities, customized reports can be added as needed
- Allows administrators to easily move students from one caseload to another and transfer documentation responsibilities to another therapist.
- **Help Desk Support:** Monday – Friday, 7:00 AM – 5:00 PM EST via phone or email.
All users have access to a user manual, video tutorials, and FAQs directly within StellarDoc.

StellarDoc ensures that no claims are released unless all required documentation components are present, guaranteeing compliance with TennCare and Medicaid requirements.



Log In

Hi StellarDoc users! If you do not know your User Name or Password, please click the [FORGOT PASSWORD?](#) link for assistance. If you

For user support call 844-626-1793 8am-6pm Eastern (7am-5pm Central) Monday-Friday or send an email to support@stellardoc.com.

Log In

User Name: Password:

Click here to reset your password: [Forgot Password?](#)

HOMEPAGE

For user support call 844-626-1793 8am-6pm Eastern (7am-5pm Central) Monday-Friday or send an email to support@stellardoc.com 1 2 Welcome, [stellarspeech](#) | Friday, 28 July 2017 | [Log Out](#)



July 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

stellarspeech 5

[Add a Session](#)

[Today's Sessions](#)

[Manage Calendar](#)

[SCHEDULING](#)

[Add Student](#)

Task Attendance

Use this link to view a list of all of your sessions that need attendance taken.

Enter Details

Use this link to view a list of all of your sessions that need details entered.

Review & Submit

Use this link to review your session information and then submit.

Supervisor Sign Off

Use this link to review and sign off on your assistants' sessions.

4

6 [Documents](#) [Tutorials](#) [FAQ](#) [Resources](#)





CALENDAR—ADD SESSIONS

Enter school, students, type of session, dates and time

starr (mailto:starr@starr.com) Monday, Friday or send an email to support@starr.com | welcome, 45min Speech |

HOME CALENDAR STUDENTS REPORTS CHANGE PA

Add a Session

Select a school:
Rowling - Hogwarts

Select a session:
GROUP SESSION - Session with 2 or more students

Date	Begin	End	Duration	Recurring
Aug 01 2017	7:15 AM	7:45 AM	30 mins.	☐

Select Student(s):

Students:
Abbott Hannah
Baddock Malcolm

Remove Selected

Save and Attendance Save and Close



CALENDAR—ADD SESSIONS

Recurring Session

If you choose this option, check the days of the week you would like the sessions to recur and set an end date.

The screenshot shows the 'Add a Session' form with the following fields and options:

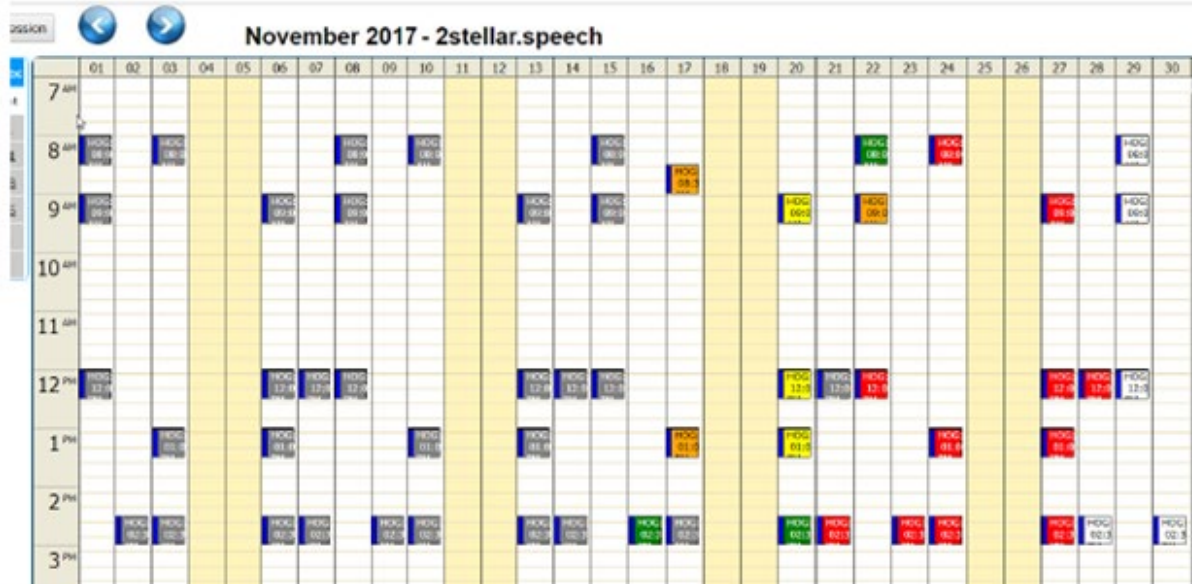
- Navigation:** HOME, CALENDAR, STUDENTS, REPORTS, CHANGE
- Form Title:** Add a Session
- Select a school:** Rowling - Hogwarts
- Select a session:** GROUP SESSION - Session with 2 or more students.
- Date:** Aug 01 2017
- Begin:** 7:15 AM
- End:** 7:45 AM
- Duration:** 30 mins.
- Days:** Mon, Tue, Wed, Thu, Fri (checkboxes for selection)
- Recurring:** ☒ (checked)
- End Date:** Nov 30 2017
- Select Student(s):** (empty dropdown)
- Students:** Abbott Hannah, Baddock Malcolm
- Buttons:** Save and Attendance, Save and Close, Remove Selected

A red arrow points from the 'CALENDAR' tab to the 'Recurring' checkbox. A yellow star with a thought bubble says 'Wow! It's that easy?!'.



CALENDAR DETAILS

MONTH VIEW—After sessions added



The calendar is color-coded to assist in identifying the stages of documentation for each session

- **RED**—Session has occurred, attendance is needed
- **YELLOW**—Attendance has been taken, session details are needed
- **GREEN**—Attendance has been taken, required session details have been added, ready to REVIEW and SUBMIT
- **ORANGE**—Attendance has been taken, session has been reviewed and submitted, session details are needed.
- **GREY**—Attendance has been taken, required session details have been added, session has been reviewed and submitted
- **WHITE**—Future Session



ENTER SESSION DETAILS

Session Details

Date of Service: 07/10/2017

[Edit Attendance](#)

Susan Bones

1 If you have documented on a student before, the previous session's details will appear.

4 Click the + or - to add or remove interventions.

2

3

4

Interventions

Activity/Intervention: articulation

What did therapist do?: modeled, prompted, provided skilled instruction, provided verbal cues

Outcome/Response: 40-50% Accuracy, Verbal cues/prompt

Goals & Objectives (select all that apply): GOAL: Goal 3, GOAL: goal 2, GOAL: goal 1

Equipment: No Equipment

Consults: No Consult

Plan: Continue plan of care

Save Cancel

Lavender Brown

Interventions

Activity/Intervention: articulation

What did therapist do?: modeled, prompted, provided skilled instruction, provided verbal cues

Outcome/Response: 40-50% Accuracy, Verbal cues/prompt

Goals & Objectives (select all that apply): GOAL: Consistently be a better person and smile more, GOAL: be happy, GOAL: why is the medial position for 80% mastery

DOCCLLOUD

The DocCloud is a one-stop shop in your documentation process. Once you have your calendar set up, you may complete **ALL** of the stages of documentation right from your DocCloud located on your home screen.





TAKE ATTENDANCE

Take Attendance

7/10/2017
12:30 PM - 1:00 PM

Save and Details Save and Close Cancel Edit Session Delete Session

☐ Supervisor Present

1

Plunkett, Perky

* PRESENT ☐ MISSED student present

UNITS

2

Add

2

92507-Individual Speech

2

	Description	Units
Delete	92507-Individual Speech	2

3

Date

Jul 10 2017

4

Begin

12:30 PM

End

1:00 PM

Duration

30

5

Select a Student to Add

Add Student to Session

6

Save and Details

7

Save and Close

8

Cancel

9

Edit Session

10

Delete Session

ON THIS SCREEN
YOU MAY SIMPLY
SAVE ATTENDANCE
OR MAKE ANY
ADJUSTMENTS
NECESSARY TO
REFLECT THE
ATTENDANCE
STATUS OF THIS
DATE OF SERVICE



SUPERVISOR FUNCTIONS



If you are a supervisor, you will have a 4th button on your DocCloud. Click on "Supervisor Sign Off" to review and sign off on your assistant's sessions.

Supervisor Sign Off

Therapist: You may filter by therapist.

School: You may filter by School.

speech 4stefar All open events today Monday, 24 July 2017

411 Records

School	Date	Student(s)	Present	#	Intervention	Support	Mastery	Assistance	Therapist	Comments	Supervisor Select
Edgemoor	6/12/2017	Harry Potter	PRESENT	1	Intervention: answering questions	Support: instructed using social stories	Mastery: 0-50% Accuracy	Assistance: independent	speech 2stefar		Not Present ☐
Edgemoor			PRESENT	1	Intervention: articulation	Support: modeled prompted provided skilled instruction provided verbal cues	Mastery: 40-50% Accuracy	Assistance: Minimal cues/prompts	speech 2stefar		Not Present ☐
Edgemoor	7/10/2017	William Shakespeare	PRESENT	1	Intervention: articulation	Support: modeled prompted provided skilled instruction provided verbal cues	Mastery: 40-50% Accuracy	Assistance: Minimal cues/prompts	speech 2stefar		Not Present ☐

Supervisors may click EDIT to ADD information to the student's session details page if

Click to sign off on selected events.

Sign Off

NOTE: Once the event has been signed off on it cannot be edited.

Once you have selected the records to add your supervisor signature to, click Sign Off.

Supervisor Time



7. Implementation Timeline

Consent distribution, credentialing and training will begin immediately following contract execution.

Phase	Description	Estimated Duration
1. Contract Execution	Finalize agreements, provide consent forms and onboarding materials	Immediate
2. Provider Credentialing	Complete credentialing with TennCare and all MCOs	2–3 months
3. Training Sessions	Conduct live and recorded trainings for staff	Concurrent with credentialing
4. Data Integration	Import student and IEP data from TnPulse into StellarDoc	Ongoing
5. Eligibility Verification	Verify TennCare eligibility for all identified students	Ongoing
6. Claim Submission	Begin claim processing and reimbursement	4–6 months from contract signing

After contracts are in place, we provide copies of all of the parental forms needed to get started. The District can immediately begin distributing and obtaining signed forms. This step is ongoing and can start immediately.

District and provider credentialing will begin immediately. Each MCO is different and inconsistent with their processing time for credentialing. With most cases, we expect this step to require an average of 3 months.

Trainings for all providers and administrators can also start after contracting, at the Districts' convenience.

For our SPED program, we utilize TnPulse reports to upload student and IEP information into StellarDoc for all students receiving therapy services. For our Nursing program, we will use data obtained from the parental consent form, the physician's order and the IHP, to enter student data into StellarDoc. This step is ongoing and is dependent on receipt of required forms and data. As the required paperwork comes in, we begin checking TennCare eligibility. This step is ongoing and can start immediately.

We have 23 office staff who all participate in different parts of the programs. Each department will work concurrently to minimize the startup time.

The time between contract signing and the district receiving their first reimbursements averages 4-6 months. This estimate is dependent on many factors including provider participation in credentialing process, response time to requests for district information, TennCare processing time for Medicaid billing numbers, and the MCOs.



8. Cost Proposal

RFP# 6871 - MEDICAID REIMBURSEMENT SERVICES FOR JOHNSON CITY SCHOOLS

City of Johnson City, Tennessee

FEE PROPOSAL FORM

The undersigned proposes and agrees, if their Proposal is accepted, to contract with the City of Johnson City to furnish all software and service described herein that meets the requirements of this solicitation.

Provide detailed cost/reimbursement information as per below:

ANNUAL COST	There is no fee to the School District until reimbursements are received.	20% of reimbursements received by school district \$ -- payable monthly
-------------	---	--

Any other costs involved: n/a \$ n/a

Name of Agency: Stellar Therapy Services

Address: P.O. Box 8114, Chattanooga, TN 37414

Telephone: () 423-708-2661 Fax: () _____

Email address: holly@stellarterapy.com

Printed Name and Title: Holly Christopher, CFO

Signature: 

Date: 10/30/2025

By signing this document, Proposer agrees to the Requirements of the Iran Divestment Act and Non-Boycott of Israel Acts (Sealed Terms and Conditions #18 & #21).

THIS FORM MUST BE SIGNED TO BE CONSIDERED

INSURANCE CHECKLIST

(Professional Services – Medicaid Reimbursement Services)

REQUIRED COVERAGE (marked by "x")

MINIMUM LIMITS

- | | | | |
|-------------------------------------|--|---|-------------------------------|
| ☐ | 1. Worker's Compensation (proprietor/partners/executive officers exclusion not allowed) | | Statutory limits of Tennessee |
| ☒ | 2. Commercial General Liability | \$100,000/accident, \$100,000/disease, \$500,000/disease policy limit | |
| | Including: Premises/Operations, Independent Contractors, Contractual Liability, Personal & Adv Injury, Products & Completed Ops | | |
| ☒ | 3. Automobile Liability & Owned/Hired/Non-Owned Vehicles | \$1,000,000 CSL BI/PD each occurrence, \$2 Million annual aggregate | |
| ☒ | 4. Umbrella Liability | \$500,000 BI/PD each accident, Uninsured Motorist | |
| ☐ | 5. Per Project Aggregate | \$1 Million Bodily Injury, Property Damage and Personal Injury | |
| ☐ | 6. Professional Liability | | |
| ☐ | a. Architects and Engineers | | |
| ☐ | b. Asbestos Removal Liability | \$1 Million per occurrence/claim | |
| ☐ | c. Medical Malpractice | \$2 Million per occurrence/claim | |
| ☐ | d. Medical Professional Liability | \$1 Million per occurrence/claim | |
| ☒ | 7. Miscellaneous E & O | \$1 Million per occurrence/claim | |
| ☐ | 8. Motor Carrier Act End (MCS-90) | \$1 Million per occurrence/claim | |
| ☐ | 9. Motor Cargo Insurance | \$1 Million BI/PD each accident, Uninsured Motorist | |
| ☐ | 10. Garage Liability | | |
| ☐ | 11. Garagekeepers Liability | \$1 Million Bodily Injury, Property Damage per occurrence | |
| ☐ | 12. Inland Marine-Bailee's Insurance | \$500,000 Comprehensive, \$500,000 Collision | |
| ☐ | 13. Moving and Rigging Floater | \$ | |
| ☐ | 14. Dishonesty Bond | Endorsement to CGL | |
| ☐ | 15. Builder's Risk/Installation Floater | \$ | |
| ☐ | 16. XCU Coverage | Provide coverage in the full amount of contract | |
| ☒ | 17. Carrier Rating shall be Best's Rating of B++V or better or its equivalent | Endorsement to CGL | |
| ☒ | 18. Notice of cancellation, non-renewal or material change in coverage shall be provided to City at least 30 days prior to action. Worker's Compensation and/or non-payment of premium - notification may be 10 days prior to action. | | |
| ☒ | 19. The City of Johnson City shall be named as Additional Insured on all policies except Worker's Compensation and Professional Liability. Per Acord 25 (2009/01), policies must be endorsed to incl. on-going & completed operations; please submit copy of endorsement. (Cert. Holder: City of Johnson City, Attn: Purchasing, P.O. Box 2150, Johnson City, TN 37605. Email: purchasing@johnsoncitytn.org.) | | |
| ☒ | 20. Certificate of Insurance shall show project number or other contract identifier used by the City. | | |
| ☒ | 21. OTHER INSURANCE REQUIRED: <u>Cyber Liability/Network Security Liability - \$1 million limit</u> | | |

INSURANCE AGENT'S STATEMENT:

I have reviewed the above requirements with the bidder named below. The bidder has coverage with this agency for all of the areas marked with the exception of the following numbers:

4 Comments: Commerical GL Limits \$2m/\$4m

Is Professional Liability excluded under General Liability? Yes ☒ No ☐
 Is Contractual Liability excluded under Comm. General Liability? Yes ☒ No ☐
 Is Independent Contractors excluded under Comm. General Liability? Yes ☐ No ☒

Carrier ratings: Insurer A A++; Insurer B A; Insurer C ; Insurer D

AGENCY NAME: Marsh McLennan Agency AUTHORIZED SIGNATURE: Emily Ramsey

DocuSigned by:

Date: 10/30/2025 | 10:53 CDT

CONTRACTOR'S STATEMENT:

I have reviewed the above requirements with my insurance agent(s) and, if awarded a contract, will provide all coverage marked.

CONTRACTOR'S NAME: Stellar Therapy

AUTHORIZED SIGNATURE: [Signature]

Date: 10/30/25

AUTHORIZED (Printed): Holly Christopher

Bid Number: 6871

Bid or Project Name: Medicaid Reimbursement Services

This form and the General Contract Form must be signed and returned with the bid package (if applicable). The Certificate of Insurance must be provided to Purchasing prior to contract award.



Johnson City Board of Education Regular Meeting

February 9, 2026

The Johnson City Board of Education met in regular session on February 9, 2026, at 6:00 PM in the Board Room at the Central Office.

Attendance Taken at 6:11 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. Artwork on display
- F. Update on Towne Acres
 - Fourth-grade students from Towne Acres performed two musical selections.
 - Dr. Hogan noted that Towne Acres Elementary was recognized as a Level Five TVAAS school, a Reward School, and for receiving an "A" on the state report card.

2. RECOGNITIONS

- Students who participated in the district-wide spelling bee were recognized. The district-level Spelling Bee winner was Ja'zyon Hall (North Side). The district-level runner-up was Kensington Russell (Liberty Bell).
- The Johnson City Noon Rotary Club was thanked for their sponsorship.

3. ADOPTION OF AGENDA

- Item 8B: (Medical Billing Reimbursement (Medicaid) was removed from the agenda. Motion to adopt the agenda. 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

4. CORRESPONDENCE, DELEGATIONS AND COMMUNICATIONS

5. REPORTS FROM SUPERINTENDENT AND STAFF

A. Building Projects Update

- **Town Acres Construction:** The foundation crew is mobilizing to pour concrete.
- **Secure Vestibules:** The project is delayed due to missing components, and the contractor is paying daily liquidated damages.
- **Market Street School:** Work on painting, ceiling grids, HVAC, and door frames are in progress.
- **Indian Trail Repairs:** An insurance estimate has been received, but there is a long lead time for a new door and window assembly and challenges in sourcing matching brick.

B. Financial Report Ending December 31, 2025

- Motion to approve Financial Report Ending December 31, 2025, as submitted by Ms. Leia Valley. With a motion by Mrs. Kathy Hall and a second by Mr. Jonathan Kinnick, 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

- Ms. Leia Valley noted the general fund balance is slightly below its goal but is expected to increase with property tax revenue.
- Mr. Tom Hager asked for more information regarding the state portion for the pupil expenditure. Ms. Valley explained that the base is \$7,000 then additionally depending on the unique learning needs assessment. The Board expressed concerns that proposed state voucher funding increases are disproportionately large compared to public school funding increases, with a high percentage of recipients already attending private schools. The board encouraged the public to contact their legislators.

C. Update on Sales Tax - PEP

- Ms. Leia Valley noted the Washington County check for December was delayed due to holidays. The account balance at month-end was \$3,758,000.

D. JCS Update

- Dr. Slater thanked Dr. Hogan for sharing all the wonderful things about Towne Acres. In addition, Town Acres was well represented at the PTA Reflections contest that was held on Sunday.
- Dr. Slater also explained that many factors are considered when to call off school or to have a two - hour delay or early dismissal. Some of those factors include temperature, current conditions of main and secondary roads, current and forecasted conditions, visibility and ice-related risks regarding transportation.
- Dr. Slater noted that February 16 is a regular student day. Any other additional snow days will be covered using stockpile days, of which 13 days are available. At this point, spring break will not be impacted.
- Dr. Slater thanked staff, parents, administrators, and the board for being so supportive during last week's trying time of hazardous weather. In addition, a special thanks to Mr. Joe Barnes and the Maintenance Department.
- Recently in local news, Milligan University experienced some concerns with carbon monoxide CO poisoning on their campus. Mr. Joe Barnes confirmed that CO detectors are installed at our facilities. Those devices are checked monthly and give an audible tone in the event of a low battery.

6. UNFINISHED BUSINESS

7. CONSENT AGENDA

- Motion to approve Consent Agenda. With a motion by Mr. Jonathan Kinnick 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. Overnight Field Trip Requests

D. Proposed Fundraiser Activities

E. Request for Mountain View to purchase ViewSonics from Title 1 Funds

8. **RECOMMENDATIONS FROM THE SUPERINTENDENT FOR ACTION**

A. Building Systems Technology, a Division of Eagle Fire Inc. Annual Maintenance, Inspection; Monitoring Contract, with Johnson City Schools

- Motion to approve the Building Systems Technology, a Division of Eagle Fire Inc. Annual Maintenance, Inspection; Monitoring Contract, with Johnson City Schools. With a motion by Mr. Jonathan Kinnick 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. Melony Surrett and Mr. Joe Barnes both recommended the contract with Building Systems Technology.

B. Medical Billing Reimbursement (Medicaid)

- Removed from the Agenda before Adoption.

C. JCS Administrative Conference

- Motion to approve. With a motion by Mr. Jonathan Kinnick 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

- Dr. Slater noted that the JCS Administrative Conference is funded through Title II professional development dollars, which can only be used for professional development.

9. **NEW BUSINESS**

A. Legislative Update

- Mrs. Paula Treece noted that the legislative session is underway and a more detailed report on education bills will be provided in March.
- TN House Subcommittee Schedules:
 - The House Subcommittee for K-12 meets on Tuesdays at 9:00 a.m. and can be viewed online.
 - The full House Education Subcommittee meets Tuesdays at 12:00 p.m., and the Senate Education Committees meets Wednesdays at 2:00 p.m.

B. Current Meeting Communication Follow Up

- Spring Break - March 16-20, 2026
- Special thanks to the Maintenance Department
- The Board urged citizens 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. ADJOURNMENT

6:44 PM

Chairman

Board Secretary



Johnson City Board of Education Special Meeting

February 9, 2026

The Johnson City Board of Education met in special session on February 9, 2026, 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. To review policies from Section 2 - Fiscal Management, Section 4 - Instructional Program and Section 6 - Students

1. 2.401 - Gifts and Bequests to the School System
2. 2.601 - Fraud or Related Dishonest Activity
3. 2.700 - Accounting System
4. 2.701 - Financial Reports and Records
5. 2.702 - Inventories
6. 2.804 - Expenses and Reimbursements
7. 2.805 - Purchasing
8. 2.807 - Requisitions
9. 2.808 - Purchase Orders and Contracts
10. 2.810 - Payment Procedures
11. 4.100 - Instructional Goals and Philosophy
12. 4.101 - Instructional Standards
13. 4.200 - Curriculum Development
14. 4.202 - Special Education
15. 4.203 - Accelerated College Admission
16. 4.204 - Summer School
17. 4.205 - Enrollment in College Level Courses
18. 4.206 - Alternate Instruction Programs

19. 4.207 - English Learners
20. 4.210 - Educational Research
21. 4.211 - Credit Recovery
22. 4.213 - Family Life Education
23. 4.300 - Extracurricular Activities
24. 4.301 - Interscholastic Athletics
25. 4.302 - Field Trips
26. 4.400 - Instructional Resources and Materials
27. 4.401 - Textbooks Selection, Distribution and Care
28. 4.402 - Selection of Instructional Materials (Other than Textbooks)
29. 4.403 - Reconsideration of Instructional Materials and Textbooks
30. 4.404 - Use of Copyrighted Materials
31. 4.406 - Use of the Internet
32. 4.407 - Web Pages
33. 4.501 - School Volunteers
34. 4.502 - Parent/Family Engagement
35. 4.600 - Grading System
36. 4.601 - Reporting Student Progress
37. 4.603 - Promotion and Retention
38. 4.604 - Accelerated and Advanced Credit
39. 4.605 - Graduation Requirements
40. 4.606 - Graduation Activities
41. 4.607 - Waivers of Statute, Rules and Regulations
42. 4.700 - Testing Programs
43. 4.701 - Maintaining Test Security
44. 4.702 - Evaluations of Instructional Program
45. 4.801 - Controversial Materials
46. 4.802 - Student Equal Access (Limited Public Forum)
47. 4.803 - Recognition of Religious Beliefs, Customs, & Holidays
48. 4.804 - Religious Content of Courses
49. 6.200 - Attendance
50. 6.203 - School Admissions
51. 6.204 - Attendance of Tuition Students
52. 6.206 - Transfers Within the System
- 6.205 - Student Assignment
53. 6.208 - Release During School Hours
54. 6.209 - Child Custody/Parental Access
55. 6.300 - Student Code of Conduct
56. 6.303 - Questioning Students and Searches
57. 6.306 - Disruption of School and Student Activities
58. 6.310 - Dress Code
59. 6.311 - Care of School Property
60. 6.313 - Methods of Discipline
61. 6.316 - Suspension
62. 6.400 - Student Counseling Program
63. 6.405 - Medicines
64. 6.406 - Student Psychological Services
65. 6.408 - Supervision of Students
66. 6.409 - Reporting Child Abuse

- 67. 6.503 - Homeless Students
- 68. 6.602 - Student Records Inspection & Correction Procedure
- 69. 6.702 - Student Organizations
- 70. 4.2011 - Class Size Ratios
- 71. 4.2121 - Virtual Education Program
- 72. 4.4031 - Library Materials
- 73. 6.3041 - Title IX & Sexual Harassment
- 74. 6.3051 - Student Involvement in Decision-Making
- 75. 6.4001 - Student Surveys, Analyses, and Evaluations
- 76. 6.4031 - Pediculosis (Head Lice)

2. ADJOURNMENT

5:54 PM

Chairman

Board Secretary

PROPOSED FUNDRAISING ACTIVITY

School: LBMS

Fund/Club/Class/Account Name: Cheer

Proposed Fundraising Activity: Fill my pom pom fundraiser

Dates for Proposed Activity: April 2026

Proposed Uses of Funds Raised: funds to cover camp and
~~select~~ select materials for the 2026 - 2027
season.

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

LBMS cheer team

Method By Which School Will Receive Profit: students will

turn in "pom pom" sheet with collected funds

Requested By: Kaitlyn Wright (coach) Date: 1/29/26
(Name & Title)

Approved By: Kelsey B. Wallin Date: 02/06/26
Principal

Approved By: _____ Date: _____
Superintendent*

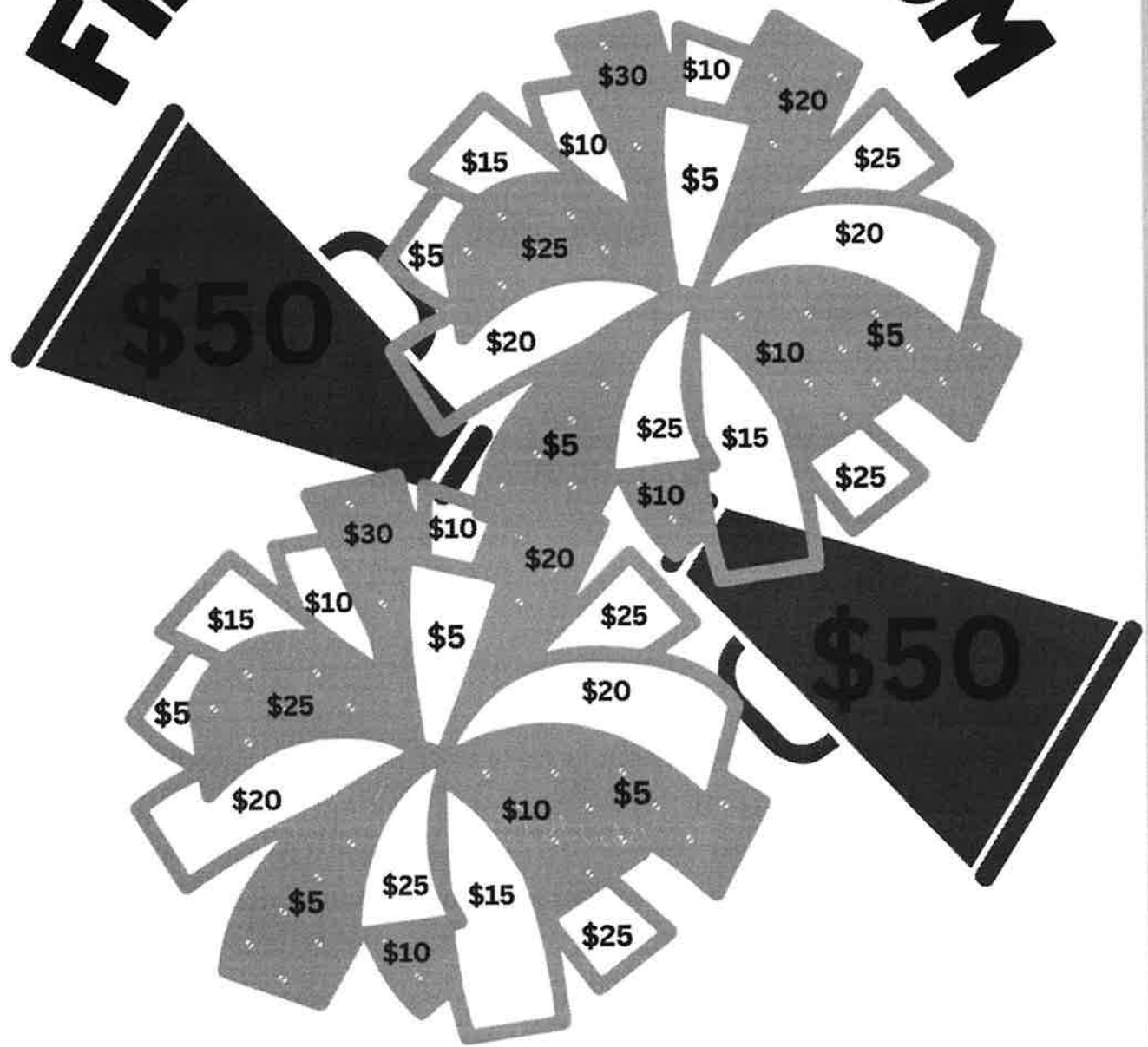
Approved By the Board of Education: _____
(Date of Meeting)**

(RECEIVED ON 2/9/2026 - MB)

*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.

FILL MY POM POM



SPONSOR MY CHEER SEASON!

Choose a pom pom strand to donate for the
LBMS Cheerleading fundraiser.

Thank you for your support!

PROPOSED FUNDRAISING ACTIVITY

School: LBMS

Fund/Club/Class/Account Name: Cheer

Proposed Fundraising Activity: sponsorship letters

to raise funds for 26-27 school year

Dates for Proposed Activity: March - April 2026

Proposed Uses of Funds Raised: To help raise money to offset

Cheer costs for the 2026-2027
school year.

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

LBMS Cheer

Method By Which School Will Receive Profit: Business sponsorships
and donations

Requested By: Kaitlyn Wright (coach) Date: 1/29/26
(Name & Title)

Approved By: Kelsey B. Walen Date: 02/06/26
Principal

Approved By: _____ Date: _____
Superintendent*

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

(RECEIVED ON 2/9/2026 - MB)

*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.

Dear [Business Owner/Community Member],

My name is Kaitlyn Wright, and I am the coach of the Liberty Bell Middle School Cheer Team. Our cheerleaders work hard to promote school spirit, teamwork, and pride at school events while representing our community with enthusiasm and sportsmanship.

We are reaching out to local businesses and community members to request sponsorship support for our cheer program. Funds raised through sponsorships help offset the cost of uniforms, equipment, camp fees, and competition expenses, allowing all students the opportunity to participate regardless of financial circumstances. We are hoping to raise funds to cover the cost of purchasing a new cheer mat for safety during games and practices.

To show our appreciation, we offer several sponsorship levels with recognition opportunities at each level:

Platinum Sponsor – \$500

- Business logo featured prominently on team banner/jumbotron
- Recognition on team social media and school announcements
- Verbal recognition at home games and events
- Certificate of appreciation

Gold Sponsor – \$250

- Business name/logo on team banner/jumbotron
- Recognition on team social media
- Certificate of appreciation

Silver Sponsor – \$100

- Business name listed on team banner
- Certificate of appreciation

Bronze Sponsor – \$50

- Business name listed in team thank-you post on social media
- Certificate of appreciation

Your support makes a meaningful difference in the lives of our student-athletes, helping them grow in confidence, leadership, and teamwork while representing our school with pride.

If you are interested in becoming a sponsor or would like more information, please feel free to contact me at wrightk@jcschools.org or 423-534-0070. Thank you for considering supporting our middle school cheerleaders and investing in our community's youth.

Sincerely,

Kaitlyn Wright and Niyah Mock

Middle School Cheer Coach
Liberty Bell Middle School

PROPOSED FUNDRAISING ACTIVITY

School: LBMS

Fund/Club/Class/Account Name: Dance

Proposed Fundraising Activity: Fill my pom pom fundraiser

Dates for Proposed Activity: April 2026

Proposed Uses of Funds Raised: funds to cover camp and select materials for the 2026-2027 season

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

LBMS dance team

Method By Which School Will Receive Profit: students will

turn in "pom pom" sheet with collected funds

Requested By: Kaitlyn Wright (coach) Date: 1/29/26
(Name & Title)

Approved By: Kelsey Baldwin Date: 02/06/26
Principal

Approved By: _____ Date: _____
Superintendent*

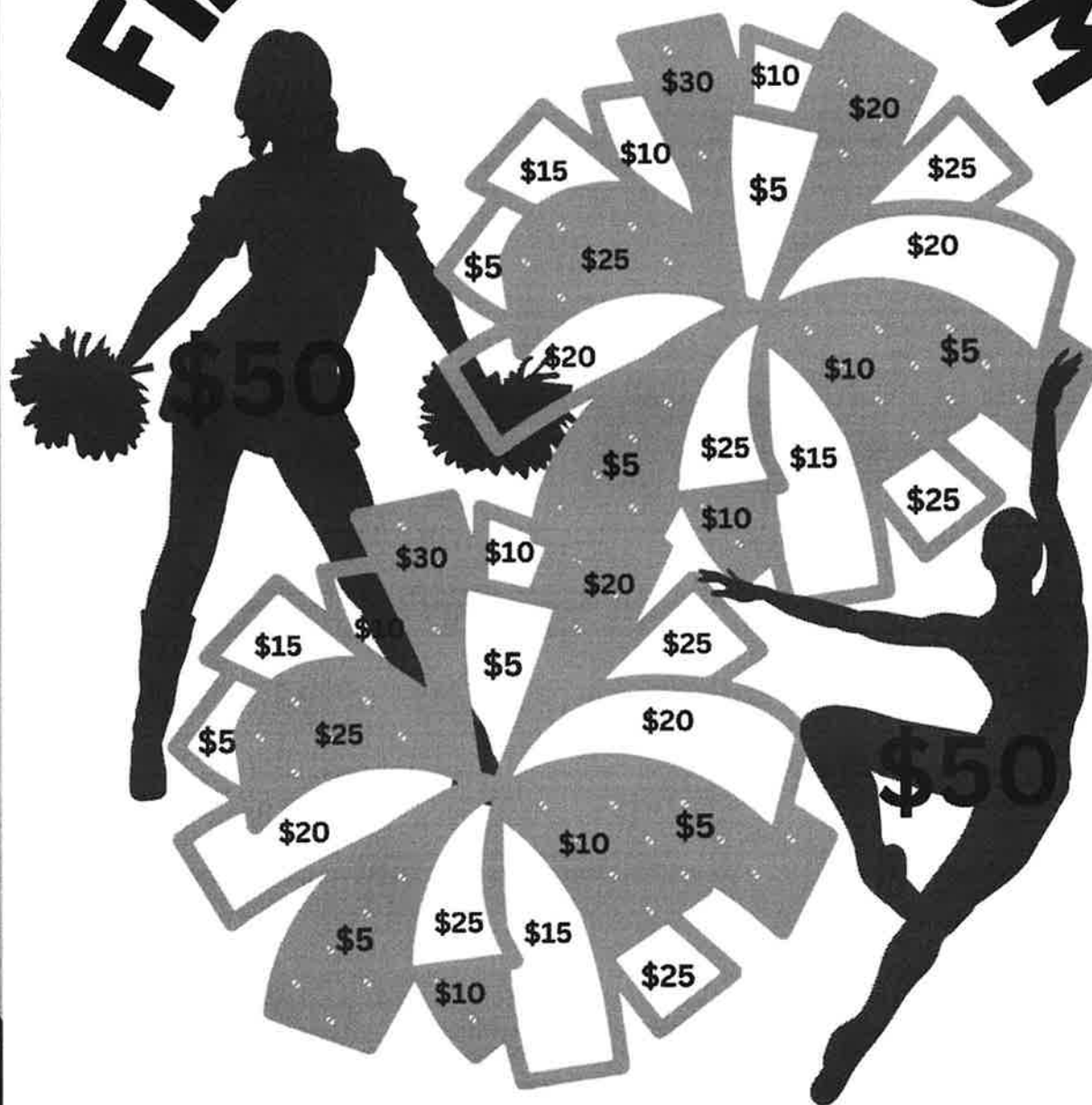
Approved By the Board of Education: _____
(Date of Meeting)**

(RECEIVED ON 2/9/2026 - MB)

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FILL MY POM POM



SPONSOR MY DANCE SEASON!

Choose a pom pom strand to donate for the
LBMS Dance Team fundraiser.
Thank you for your support!

PROPOSED FUNDRAISING ACTIVITY

School: LBMS

Fund/Club/Class/Account Name: Dance

Proposed Fundraising Activity: Sponsorship letters

to raise funds for 26-27 school year

Dates for Proposed Activity: March - April 2026

Proposed Uses of Funds Raised: To help raise money to offset
dance costs for the 2026-2027
school year.

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

LBMS Dance

Method By Which School Will Receive Profit: Business sponsorships
and donations

Requested By: Kaitlyn Wright (coach) Date: 1/29/26
(Name & Title)

Approved By: Kelsey Blum Date: 02/06/26
Principal

Approved By: _____ Date: _____
Superintendent*

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

(RECEIVED ON 2/9/2026 - MB)

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

Dear [Business Owner/Community Member],

My name is Kaitlyn Wright, and I am the coach of the Liberty Bell Middle School Dance Team. Our dancers work hard to promote school spirit, teamwork, and pride at school events while representing our community with enthusiasm and sportsmanship.

We are reaching out to local businesses and community members to request sponsorship support for our cheer program. Funds raised through sponsorships help offset the cost of uniforms, equipment, camp fees, and competition expenses, allowing all students the opportunity to participate regardless of financial circumstances. We are hoping to raise funds to cover the cost of taking our team to UDA camp for the first time!

To show our appreciation, we offer several sponsorship levels with recognition opportunities at each level:

Platinum Sponsor – \$500

- Business logo featured prominently on team banner/jumbotron
- Recognition on team social media and school announcements
- Verbal recognition at home games and events
- Certificate of appreciation

Gold Sponsor – \$250

- Business name/logo on team banner/jumbotron
- Recognition on team social media
- Certificate of appreciation

Silver Sponsor – \$100

- Business name listed on team banner
- Certificate of appreciation

Bronze Sponsor – \$50

- Business name listed in team thank-you post on social media
- Certificate of appreciation

Your support makes a meaningful difference in the lives of our student-athletes, helping them grow in confidence, leadership, and teamwork while representing our school with pride.

If you are interested in becoming a sponsor or would like more information, please feel free to contact me at wrightk@jcschools.org or 423-534-0070. Thank you for considering supporting our middle school cheerleaders and investing in our community's youth.

dancers

Sincerely,

Kaitlyn Wright and Kaylee Gillespie

Middle School Dance Coach

Liberty Bell Middle School

Science Hill High School
PROPOSED FUNDRAISING ACTIVITY

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

Proposed Fundraising Activity: Sellings Car wash coupons

Dates for Proposed Activity: March 9 - March 19 2026

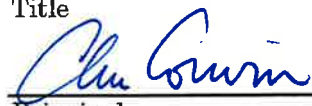
Proposed Uses of Funds Raised: To help students attend the state leadership conference.

Expected Student Involvement (school-wide or specific school organization):
Specific to Future Business Leaders of America

Method By Which School Will Receive Profit: Cash or Check

Requested By: Justin Snyder Date: 2-13-26
Name

Teacher
Title

Approved By:  Date: 2-13-26
Principal

Approved By: _____ Date: _____
Superintendent of Schools *

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

(RECEIVED ON 2/13/2026 - MB)

*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.

**Science Hill High School
PROPOSED FUNDRAISING ACTIVITY**

Fund / Club / Class Account Name: SHHS Key Club

Proposed Fundraising Activity: KrispyKreme BOGO Card Sales

Dates for Proposed Activity: 03/04/26 - 03/13/26

Proposed Uses of Funds Raised: District Convention costs
and Service Projects (Ronald McDonald
House and Southside Educare)

Expected Student Involvement (school-wide or specific school organization):
Key Club Members.

Method By Which School Will Receive Profit: Cash / Check

Requested By: Rachel Norris Date: 02/11/2026

Name

Club Advisor / Teacher

Title

Approved By:

[Signature]

Principal

Date:

2/11/26

Approved By:

Date:

Superintendent of Schools *

Approved By the Board of Education:

Date of Meeting **

(RECEIVED ON 2/16/2026 - MB)

*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.

Exhibit 1

PROPOSED FUNDRAISING ACTIVITIES WOODLAND

Fund/account name A 31000 000 000 01100 000

Proposed fundraising activities: 4Hearts for the 4House
- Ronald McDonald House

Purposed Uses of funds raised Feb - 2026
- all money raised goes to the 4RMH

Expected student involvement (school-wide or specific school organization) _____
school-wide

Method by which school will receive profit We will cut a check
to 4RMH House for all funds raised.

Requested by Brenda Tipton, Bookkeeper Date 1/30/2026
Name/Title

Approved by Josh Smith Date 1/30/2026
Principal

Approved by _____ Date _____
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.

(RECEIVED ON 1/30/2026 - MB)

Exhibit 1

PROPOSED FUNDRAISING ACTIVITIES WOODLAND

Fund/account name Library L 92000 000 000 01100 000

Proposed fundraising activities: Literati Book Fair

May 11-15, 2026

Purposed Uses of funds raised

Purchase books & materials for library

Expected student involvement (school-wide or specific school organization) _____

school-wide

Method by which school will receive profit check

Requested by Brenda Jpter, Bookkeeper Date 1/30/2026
Name/Title

Approved by [Signature] Date 1/30/2026
Principal

Approved by _____ Date _____
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.

(RECEIVED ON 1/30/2026 - MB)

Exhibit 1

PROPOSED FUNDRAISING ACTIVITIES **WOODLAND**

Fund/account name L 40701 000 000 01100 000

Proposed fundraising activities: Yearbook - Gastens
Spring 2026

Purposed Uses of funds raised At the discretion of Principal
to supplement school needs.

Expected student involvement (school-wide or specific school organization) school-wide

Method by which school will receive profit check

Requested by Brenda Tipton, Bookkeeper Date 1/30/2026
Name/Title

Approved by [Signature] Date 1/30/2026
Principal

Approved by _____ Date _____
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.

(RECEIVED ON 1/30/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: Cherokee Elementary School

From: Danielle Bowling-Bookkeeper

Date: 1/27/2026

Check Amount: \$5951.00

Vendor: Johnson City Schools

Reason/Purpose: Educare Sweep

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 1/27/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: Fairmont

From: Beth Baldwin Date: 1/27/26

Check Amount: \$14,030.80 Vendor: Johnson City Schools

Reason/Purpose: January Educare Sweep

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 1/27/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: Lake Ridge

From: Tiffany Hibbitts

Date: 1/27/2026

Check Amount: \$41,400.00

Vendor: Johnson City Schools

January sweep Educare/ECLC

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 1/27/2026 - MB)



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

School Request Form Board Approval to issue Checks over \$5,000

School: MOUNTAIN VIEW ELEMENTARY

From: DR. CHELSEA LEE Date: 02/19/2026

Check Amount: 14,204.25 Vendor: JOHNSON CITY SCHOOLS
Reason/Purpose: CHECK FOR EDUCARE SWEEP DECEMBER AND JANUARY

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

Check Amount: _____ Vendor: _____
Reason/Purpose: _____

(RECEIVED ON 2/19/2026 - MB)

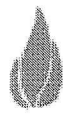


BOARD OF EDUCATION

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

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





Johnson City Schools

Expect The Best!

School Request Form

Board Approval to Issue Checks Over \$5,000

School: North Side Elementary School

From: Madison Olson (Bookkeeper)

Date: 1-29-26

Check Amount: \$8,798.00

Vendor: Johnson City Schools

Reason/Purpose: We request approval to issue a check for the
January 2026 EduCare Sweep for \$8,798.00.

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 1/29/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: South Side

From: Leah Knotts

Date: 1/27/2026

Check Amount: \$9,242.00

Vendor: Educare

Reason/Purpose: Request Board Approval to cut South Side Educare
Sweep in the amount of \$9,242.00 for January 2026 sweep.

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 1/27/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: Woodland Elementary School

From: Brenda Tipton, Bookkeeper

Date: 01/30/2026

Check Amount: \$ 26,325.00

Vendor: Johnson City Schools

Reason/Purpose: _____

LEELC PreK Sweep for January 2026

Check Amount: \$ 18,640.50

Vendor: Johnson City Schools

Reason/Purpose: _____

Educare Sweep for January 2026

Check Amount: \$ 17,403.00

Vendor: Johnson City Schools

Reason/Purpose: _____

LEELC Infants/Toddlers Sweep January 2026

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 1/30/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: Indian Trail Middle School

From: Alice Goodman

Date: 02/17/2026

Check Amount: \$ 6,546.00 Vendor: Cart Nation

Reason/Purpose: To purchase a golf cart for the Athletics department.

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

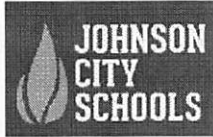
Check Amount: _____ Vendor: _____

Reason/Purpose: _____

Check Amount: _____ Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 2/17/2026 - MB)



School Request Form

Board Approval to issue Checks over \$5,000

School: Science Hill High School

From: Dorothy Holmer

Date: 2-16-26

Check Amount: \$6,891.06

Vendor: BSN Sports

Reason/Purpose: Hoodies Baseball

Check Amount: \$6,652.80

Vendor: BSN Sports

Reason/Purpose: Deluxe S. deluxe Chairs

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

Check Amount: _____

Vendor: _____

Reason/Purpose: _____

(RECEIVED ON 2/16/2026 - MB)



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, 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 Teacher: Bickford
Grade/Class/Club Participating 6/7/8 Boys Soccer
Destination Richard Siegel Park in Rutherford County
Purpose of Trip Boys Soccer State Championship
Names of Chaperones Megan Burleson, Jaida Nagengast, Zack Bickford
Predicted chaperones / student ratio: 3/22

TRANSPORTATION INFORMATION

Number of students attending 22 Date of Trip 5/3-5/14 Day(s) of Week 3, W, Th, F
Cost per child 0 Means of Transportation Bus Transit confirmation _____
Expected Time of Departure TBD Expected time of return After last game 5/14

CURRICULUM

- To what subject area of the curriculum does this trip relate? Soccer
- What are pupils expected to gain from the trip? (Be specific) Championship
- What follow up activities will be used to evaluate and supplement the field trip? _____

APPROVAL

Teacher [Signature] Date 2/16/26 Principal [Signature] Date 2-16-26
Superintendent (If required) _____ Date _____
Nurse notified [Signature] Date 2/16/26 Transit notified _____ Date _____
Cafeteria notified _____ Date 2/16/26 Permission slips sent-Date _____



BOARD OF EDUCATION

Rick Smith, Chair Kathy Hall, Vice Chair Paula Treece, Secretary

Dr. Ginger Carter Thomas Hager, Jr Jonathan Kinnick Celia Martin

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



(RECEIVED ON 2/16/2026 - MB)



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

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 students?

None

Was there a fundraising opportunity to meet the needs of the students' direct financial responsibility and, if so, what was the opportunity? *none*

Number of Eligible Students for Field Trip

22

Number of Student Attending the Field Trip

22

Number of Students Who Cannot Attend Due to Inability to Pay

none

(Overnight Field Trip Form updated on 12/5/2025)



BOARD OF EDUCATION

Rick Smith, Chair

Kathy Hall, Vice Chair

Paula Treece, Secretary

Dr. Ginger Carter

Thomas Hager, Jr

Jonathan Kinnick

Celia Martin

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JOHNSON CITY SCHOOLS

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Dr. Erin Slater, Superintendent of Schools

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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: Indian Trail Middle School Teacher: Jeremy Page
Grade/Class/Club Participating Golf team
Destination Nashville, TN
Purpose of Trip Golf state tournament
Names of Chaperones TBD
Predicted chaperones / student ratio: 2/8

TRANSPORTATION INFORMATION

Number of students attending 8 Date of Trip 5/18/26 Day(s) of Week Monday, Tuesday
Cost per child _____ Means of Transportation TBD Transit confirmation _____
Expected Time of Departure 8am Expected time of return 7pm

CURRICULUM

- To what subject area of the curriculum does this trip relate? Sports team
- What are pupils expected to gain from the trip? (Be specific) Team work, competitive ness, leadership, experience
- What follow up activities will be used to evaluate and supplement the field trip? Review outcome

APPROVAL

Teacher J. Page Date 2-16-26 Principal [Signature] Date 2/16/26
Superintendent (If required) _____ Date _____
Nurse notified [Signature] Date 02/16/26 Transit notified _____ Date _____
Cafeteria notified [Signature] Date 2/16 Permission slips sent-Date _____



BOARD OF EDUCATION

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

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(RECEIVED ON 2/16/2026 - MB)



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

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 students?

0%

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

Number of Eligible Students for Field Trip

8

Number of Student Attending the Field Trip

8

Number of Students Who Cannot Attend Due to Inability to Pay

0

(Overnight Field Trip Form updated on 12/5/2025)



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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: Indian Trail Teacher: Cody Patterson

Grade/Class/Club Participating Indian Trail Baseball

Destination State (Chattanooga or Cleveland) _____

Purpose of Trip Championship Tournaments

Names of Chaperones 2-3

Predicted chaperones / student ratio: 1-10

TRANSPORTATION INFORMATION

Number of students attending 20 Date of Trip 5/11-13 Day(s) of Week Mon-Wed

Cost per child TBD Means of Transportation Athletic Bus Transit confirmation _____

Expected Time of Departure TBD Expected time of return After last game on May 13th

CURRICULUM

1. To what subject area of the curriculum does this trip relate? Baseball
2. What are pupils expected to gain from the trip? (Be specific) State Championship
3. What follow up activities will be used to evaluate and supplement the field trip? Season Reflection

APPROVAL

Teacher [Signature] Date 2/16/26 Principal [Signature] Date 2-16-26

Superintendent (If required) _____ Date _____

Nurse notified [Signature] Date 02/16/26 Transit notified _____ Date _____

Cafeteria notified [Signature] Date 2/16 Permission slips sent-Date _____

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Addendum

Field Trip Request Form 4.302

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

Zero

Was there a fundraising opportunity to meet the needs of the students' direct financial responsibility and, if so, what was the opportunity? Yes, Card sales

Number of Eligible Students for Field Trip

20

Number of Student Attending the Field Trip

20

Number of Students Who Cannot Attend Due to Inability to Pay

0

(Overnight Field Trip Form updated on 12/5/2025)



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GENERAL INFORMATION:

School: Liberty Bell Teacher: Melissa Whitehead
Grade/Class/Club Participating Softball Team - Grades 6-7-8
Destination Warner Park - Chattanooga, Tn.
Purpose of Trip State tournament
Names of Chaperones Melissa Whitehead + Jannon Glaspie
Predicted chaperones / student ratio: 1:10

TRANSPORTATION INFORMATION

Number of students attending 20 max Date of Trip May 11-13 Day(s) of Week Mon./Tues./Wed.
Cost per child 0 Means of Transporta Activity Bus Confirmation N/A
Expected Time of Departure 8:00am Expected time of return 2:00pm

CURRICULUM

- To what subject area of the curriculum does this trip relate? Athletics
- What are pupils expected to gain from the trip? (Be specific) Opportunity to compete at state competition.
- What follow up activities will be used to evaluate and supplement the field trip? _____

APPROVAL

Teacher MW Date 1-22-26 Principal Kubulu Date 01/23/26
Superintendent (If required) _____ Date _____
Nurse notified N/A Date _____ Transit notified N/A Date _____
Cafeteria notified N/A Date _____ Permission slips sent-Date _____



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Dr. Erin Slater, Superintendent of Schools

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 students?

0

Was there a fundraising opportunity to meet the needs of the students' direct financial responsibility and, if so, what was the opportunity? *MoneyDolly fundraiser*

Number of Eligible Students for Field Trip

Max of 20 - Varsity players

Number of Student Attending the Field Trip

Max of 20 - Varsity players

Number of Students Who Cannot Attend Due to Inability to Pay

0

(Overnight Field Trip Form updated on 12/5/2025)



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Field Trip Request Form 4.302

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GENERAL INFORMATION:

School: Science Hill Teacher: ISGCR) James Byington

Grade/Class/Club Participating JROTC

Destination Daytona Beach, FL

Purpose of Trip US Army & National High School Drill Team Championship

Names of Chaperones James Byington, Anissa Byington, Amber Keller, Matthew Keller, Helen Wright, Ken Wright, Crista Blalock, Mr. Goring, Mrs. Goring, Teresa Tisot, Janet Lewis

Predicted chaperones / student ratio: 1/2

TRANSPORTATION INFORMATION

Number of students attending 14 Date of Trip 30 APR - 4 MAY Day(s) of Week Thur - Mon

Cost per child ~\$500 Means of Transportation Chaperone vehicles Transit confirmation _____

Expected Time of Departure 30 APR 8 am Expected time of return 4 MAY 7 pm

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) Competition and Team Work
- What follow up activities will be used to evaluate and supplement the field trip? After Action Review

APPROVAL

Teacher James Byington Date 16 FEB 26 Principal [Signature] Date 2-16-2026

Superintendent (If required) _____ Date _____

Nurse notified _____ Date _____ Transit notified _____ Date _____

Cafeteria notified _____ Date _____ Permission slips sent-Date _____



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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 students? *50%*
Cadet Command will cover cost of lodging

Was there a fundraising opportunity to meet the needs of the students' direct financial responsibility and, if so, what was the opportunity? *Yes - A.O. Smith Family Day Event Staff*

Number of Eligible Students for Field Trip *14*

Number of Student Attending the Field Trip *14*

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

(Overnight Field Trip Form updated on 12/5/2025)



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Field Trip Request Form 4.302

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GENERAL INFORMATION:

School: Science Hill High School Teacher: Rachel Norris
Grade/Class/Club Participating SHHS Key Club
Destination Fatlinburg, TN
Purpose of Trip K-T Key Club District Convention
Names of Chaperones Rachel Norris / Wendy Ratliff
Predicted chaperones / student ratio: 2 / 7

TRANSPORTATION INFORMATION

Number of students attending 7 Date of Trip 3/20/26 - 3/22/26 Day(s) of Week Fri - Sun
Cost per child 185.00 Means of Transportation Activity Bus Transit confirmation _____
Expected Time of Departure 1:00pm Fri Expected time of return 3:00pm Sun

CURRICULUM

- To what subject area of the curriculum does this trip relate? Leadership / Service
- What are pupils expected to gain from the trip? (Be specific) Professional Forum / Caucus / Election
- What follow up activities will be used to evaluate and supplement the field trip? Continued Service Projects

APPROVAL

Teacher Rachel Norris Date 2/11/2026 Principal Wankton Date 2/12/2026
Superintendent (If required) _____ Date _____
Nurse notified Yes Date 2/11/2026 Transit notified _____ Date _____
Cafeteria notified N/A Date N/A Permission slips sent - Date 2/11/2026



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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 students? 50%

Was there a fundraising opportunity to meet the needs of the students' direct financial responsibility and, if so, what was the opportunity? Yes, candy grams and carwash tickets. - Students will be given a

Number of Eligible Students for Field Trip

25

Number of Student Attending the Field Trip

7

Number of Students Who Cannot Attend Due to Inability to Pay

0

(Overnight Field Trip Form updated on 12/5/2025)



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GENERAL INFORMATION:

School: Science Hill High School

Teacher: Hunter Graybeal & Russell Minatel

Grade/Class/Club Participating: Showstoppers/Debate

Destination: National Speech and Debate Association National Qualifier Tournament - Cookeville High School

Purpose of Trip: Academic Competition

Names of Chaperones: Mr. Graybeal, Mr. Minatel, Parent Judges

Parent Judges: Sen Li and Whitney Smotherman have completed background checks
Predicted chaperones / student ratio: 1:4

TRANSPORTATION INFORMATION

Number of students attending: 20-25 Date of Trip: 3/6-3/7, 2026 Day(s) of Week: Friday-Saturday

Cost per child: \$40-50 (range) Means of Transportation: Parent Vehicles Transit confirmation: N/A

Expected Time of Departure: 10:00am 3/6 Expected time of return: 10:00pm 3/7

CURRICULUM

- To what subject area of the curriculum does this trip relate? Theatre/speech curriculum
- What are pupils expected to gain from the trip? (Be specific) Extension of curriculum through competition
- What follow up activities will be used to evaluate and supplement the field trip? Continued feedback and tournament preparation

APPROVAL

Teacher [Signature] Date 1/29/26 Principal [Signature] Date 1/29/2026
Superintendent (If required) _____ Date _____
Nurse notified _____ Date _____ Transit notified _____ Date _____
Cafeteria notified _____ Date _____ Permission slips sent-Date _____

BOARD OF EDUCATION

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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 students?

30%; For additional costs, Showstopper account funds gained from fundraisers will be allocated to cover costs. Fee waiver funds will also be used to defer student costs.

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

Yes; Theatre and Improv performances with concessions have provided funds to be used for tournament expenses.

Number of Eligible Students for Field Trip

35-40

Number of Student Attending the Field Trip

20-25 (those who have chosen to attend)

Number of Students Who Cannot Attend Due to Inability to Pay

0

(Overnight Field Trip Form updated on 12/5/2025)



BOARD OF EDUCATION

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Jonathan Kin





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Field Trip Request Form 4.302

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GENERAL INFORMATION:

School: Liberty Bell Teacher: Justin Snyder
Grade/Class/Club Participating Liberty Bell Golf
Destination Nashville, TN
Purpose of Trip State Tournament
Names of Chaperones Justin Snyder + TBD
Predicted chaperones / student ratio: 3/1

TRANSPORTATION INFORMATION

Number of students attending TBD Date of Trip 5-14-26 Day(s) of Week Tuesday
Cost per child 0 Means of Transportation Bus or Car Transit confirmation _____
Expected Time of Departure TBD Expected time of return _____

CURRICULUM

- To what subject area of the curriculum does this trip relate? Sports
- What are pupils expected to gain from the trip? (Be specific) Championship
- What follow up activities will be used to evaluate and supplement the field trip? Sevens

APPROVAL

Teacher William J Snyder Date 02/20/2026 Principal Helsey Walker
Superintendent (If required) _____ Date _____
Nurse notified _____ Date _____ Transit notified _____ Date _____
Cafeteria notified _____ Date _____ Permission slips sent-Date _____



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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 students?

None

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

Number of Eligible Students for Field Trip

All Golfers ~ 20

Number of Student Attending the Field Trip

TBD

Number of Students Who Cannot Attend Due to Inability to Pay

None

(Overnight Field Trip form updated on 12/5/2025)



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GENERAL INFORMATION:

School: Liberty Bell Middle School Teacher: Kaitlyn Wright

Grade/Class/Club Participating LBMS cheer team

Destination UCA camp - Appalachian State University

Purpose of Trip learn essential skills for cheer/stunting, leadership and team building activities, improve technique and build confidence

Names of Chaperones Kaitlyn Wright, Niyah Mock, volunteer coach or team parent

Predicted chaperones / student ratio: 1:10

TRANSPORTATION INFORMATION

Number of students attending ~ 20 Date of Trip 7/12 - 7/15 Day(s) of Week Sunday - Wednesday

Cost per child \$480 Means of Transportation parent drop off Transit confirmation _____

Expected Time of Departure arrive around lunch time 7/12 Expected time of return parent pick up at awards around noon 7/15

CURRICULUM

- To what subject area of the curriculum does this trip relate? cheer - stunt technique, learn new routines and material, team bonding
- What are pupils expected to gain from the trip? (Be specific) New routines, leadership skills, sideline cheer coaching, inspiration from other programs
- What follow up activities will be used to evaluate and supplement the field trip? we will use the skills and routines during the 2026 - 2027 season

APPROVAL

Teacher Kaitlyn Wright Date 2/20/26 Principal [Signature] Date 02/20/26

Superintendent (If required) _____ Date _____

Nurse notified _____ Date _____ Transit notified _____ Date _____

Cafeteria notified _____ Date _____ Permission slips sent-Date _____



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Addendum

Field Trip Request Form 4.302

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

0%

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

Yes, cheerleaders will complete a "fill my pom pom" fundraiser to cover camp costs and materials for the 2024-2027 season.

Number of Eligible Students for Field Trip

~ 20

Number of Student Attending the Field Trip

~ 20

Number of Students Who Cannot Attend Due to Inability to Pay

All members of 2024-2027 cheer team will be able to attend if all funds are raised.

(Overnight Field Trip Form updated on 12/5/2025)



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GENERAL INFORMATION:

School: Liberty Bell Middle School Teacher: Kaitlyn Wright

Grade/Class/Club Participating LBMS Dance Team

Destination UDA Camp - Wake Forest

Purpose of Trip strengthen technique, learn new skills, leadership and team building activities, build confidence and compete

Names of Chaperones Kaitlyn Wright & Kaylee Gillespie

Predicted chaperones / student ratio: 1:8

TRANSPORTATION INFORMATION

Number of students attending ~10 Date of Trip 7/20-7/23 Day(s) of Week Monday-Thursday

Cost per child \$448 Means of Transportation (2020-2021 dance team) parent drop off Transit confirmation _____

Expected Time of Departure arrive around lunch time on 7/20 Expected time of return parent pick up at awards around noon on 7/23

CURRICULUM

- To what subject area of the curriculum does this trip relate? Dance technique, material, and team bonding
- What are pupils expected to gain from the trip? (Be specific) New routines, leadership skills, technique coaching, inspiration from other programs, compete
- What follow up activities will be used to evaluate and supplement the field trip? We will use the skills and routines from camp for the 2020-2021 season.

APPROVAL

Teacher Kaitlyn Wright Date 2/20/20 Principal [Signature] Date 02/20/2026

Superintendent (If required) _____ Date _____

Nurse notified _____ Date _____ Transit notified _____ Date _____

Cafeteria notified _____ Date _____ Permission slips sent-Date _____



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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 students?

0%

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

Yes, dancers will complete a "fill my pom pom" fundraiser to cover camp costs and materials for the 2026-2027 season.

Number of Eligible Students for Field Trip

~16

Number of Student Attending the Field Trip

~16

Number of Students Who Cannot Attend Due to Inability to Pay

All members of the 2026-2027 dance team will be able to attend if all funds are raised.

(Overnight Field Trip Form updated on 12/5/2025)



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Science Hill High School

1509 John Exum Parkway, Johnson City, TN 37604

Ph: 423-232-2190 Fax: 423-926-1622

Dr. Carmen Bryant - Principal

DATE: 4 February 2026
TO: Johnson City Schools Board of Education
FROM: Dr. Holly Corwin, Market Street Campus Administrator
Ms. Becky Lewis, Market Street Campus Bookkeeper
Dr. Carmen Bryant, Science Hill High School Principal
Ms. Dorothy Holmer, Science Hill High School Bookkeeper
SUBJECT: Transfer of School Funds

Science Hill requests the following internal fund transfers, which will allow for additional funding to support the identified needs.

Alternative Instruction Programming

- Transfer \$5,000 from Regular Instruction - ALC Forward Funding (Account 71150.429.000.00200.901) to Alternative Instruction - Instructional Supplies and Materials (Account 71150.429.000.00200.000)
- Transfer \$9,208 from Regular Instruction - Fee Waiver (Account 71100.535.000.00200.000) to Alternative Instruction - Instructional Supplies and Materials (Account 71150.429.000.00200.000)

Fine Arts Programming

- Transfer \$3,500 from Regular Instruction - Forward Funding (Account 71100.429.000.00200.901) to Other Charges (Account 71100.599.000.00200.000)

(RECEIVED ON 2/16/2026 - MB)



MOUNTAIN VIEW MUSTANGS

February 17, 2026

To Whom It May Concern:

Mountain View Elementary would like to request \$10,000 be transferred from our fee waiver account to the instructional account. Thank you.

Sincerely,

Chelsea Lee, Ed.D.
Principal

(RECEIVED ON 2/19/2026 - MB)

907 King Springs Road
Johnson City, TN 37601

Mountain View Elementary School

Chelsea Lee, Ed.D. Principal
Haley Klug, Assistant Principal
Derek Murphy, Assistant Principal
Angela Turner, Administrative Assistant

Phone: 423-434-5260
Fax: 423-434-5596



MOUNTAIN VIEW MUSTANGS

907 King Springs Road
Johnson City, TN 37601

Mountain View Elementary School

Chelsea Lee, Ed.D. Principal
Haley Klug, Assistant Principal
Derek Murphy, Assistant Principal
Angela Turner, Administrative Assistant

Phone: 423-434-5260
Fax: 423-434-5596



Tammy L. Larkey, Ed.S.

Supervisor of Middle Schools and Student Services

Box 1517 Johnson City, TN 37605 Phone: 423-434-5585 Fax: 423-218-0550

Email: larkeyt@jcschools.org

Date: 2/18/2026

TO: Board of Education

FROM: Office of Student Services

RE: Available Spaces for In-Zone Transfers

We would like to recommend the following in-zone transfer spaces for the 2026-2027 school year. This information will be posted on the district website for 14 days beginning March 9, 2026, through March 22, 2026. The open enrollment period will begin on March 23, 2026, and close on April 21, 2026. Criteria used to identify available spaces is included below. Thank you.

1. Grade band average.
2. Individual class size and grade level limits.
3. Potential growth.
4. Actual number of classrooms at each school.
5. Number of teachers.

Transfer Spaces Available for 2026-27 Open Enrollment

[illegible]



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

To: Board of Education
Re: 2026-2027 Elementary School, Middle School, High School Fee Lists

Listed below for Board approval is the 2026-2027 Elementary School, Middle School and High School Fee Lists. Included is an example of the form that will be sent out by each elementary school (Mountain View), middle school (Indian Trail), and high school (Science Hill).

- Elementary - Necessary Materials, Supplies & Printed Materials \$ 25.00
Standard Fees 26-27 SY
- Middle – Class Fees:
Standard Fees 26-27 SY
 - Class Fee (one-time fee) \$ 17.00
 - Related Arts Fee \$ 8.00
 - Music Fees:
 - Band \$ 40.00
 - Chorus \$ 25.00
 - Orchestra \$ 35.00
 - Athletics Fee: \$ 25.00
- High – Class Fees
New For 26-27 SY
 - JROTC – Activity Fee \$ 10.00
 - Showstoppers 1 & 2 – Activity Fee \$ 10.00
- High – Other Fees & Fines
New For 26-27 SY
 - Graduation – Cap, gown, & diploma for SHHS senior graduation ceremony *\$ 50.00

*Final fee is set by and paid directly to the vendor - Jostens



BOARD OF EDUCATION

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

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





JOHNSON CITY SCHOOLS MOUNTAIN VIEW ELEMENTARY SCHOOL FEE LIST SCHOOL YEAR 2026-2027



How to pay fee:

Online: Fast and convenient. Scan the QR code below, visit MountainView.JCSchools.org/schoolfees or simply go to the Mountain View's website, click on "School Fees", then "Mountain View Miscellaneous Fees". From there you can choose the fee 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 mark the fee and write a check to Mountain View Elementary for the total amount to return to Mountain View Elementary.

Cash: If using this form, please mark the fee and return the form (with the cash) to Mountain View Elementary.

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

Student Name: _____

Grade (please circle one): K 1 2 3 4 5

☐

Necessary Materials, Supplies & Printed Materials

\$25.00



**SCAN HERE TO
PAY DIGITALLY**

Please note: This materials list for the 26-27 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
INDIAN TRAIL MIDDLE SCHOOL FEE LIST
SCHOOL YEAR 2026-2027



How to pay fees:

Online: Fast and convenient. Scan the QR code below, visit IndianTrail.JCschools.org/schoolfees or simply go to the Indian Trail Middle School website, click on "School Fees", then "Indian Trail 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 Indian Trail. If you prefer to write individual checks for each fee, please feel free to do so.

Cash: If 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 Indian Trail.

*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.

- | | |
|---|---------|
| ☐ Class Fee (one-time fee) | \$17.00 |
| ☐ Related Arts Fee | \$8.00 |

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

- | | |
|------------------------------------|---------|
| ☐ Band | \$40.00 |
| ☐ Chorus | \$25.00 |
| ☐ Orchestra | \$35.00 |



**SCAN HERE TO
PAY DIGITALLY**

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.

- | | |
|------------------------------------|---------|
| ☐ Athletics | \$25.00 |
|------------------------------------|---------|

Total Fees Paid: _____

Please note: This materials list for the 26-27 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.

2026 - 2027 SHHS CLASS FEES Proposed to JCS Board of Education 2/17/2026 Changes from current year are highlighted			
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 – Activity Fee	\$ 50.00	Dr. Carson Vermillion, Band Director
	Band – Programming Fee	\$ 125.00	
Instrumental Music	Orchestra – Activity Fee	\$ 50.00	Susan Lambert, Orchestra Director
JROTC New for 26-27	JROTC – Activity Fee	\$ 10.00	Lt. Col. Mike Mestan, JROTC Instructor
Showstoppers New for 26-27	Showstoppers 1 & 2 – Activity Fee	\$ 10.00	Hunter Graybeal, Showstoppers Director
Vocal Music	Chorus & Choir – Concert Attire Fee	\$ 50.00	June Oaks, Choral Director
	Chorus & Choir – Activity Fee	\$ 20.00	

2026 - 2027 SHHS OTHER FEES & FINES Proposed to JCS Board of Education 2/17/2026 Changes from current year are highlighted			
Category	Fee or Fine	Cost (USD)	Contact Person
Exams	AP unused exam fee	\$ 40.00/exam	Dr. Aaron Wood, Assistant Principal
Graduation New for 26-27	Cap, gown, & diploma cover for SHHS senior graduation ceremony	\$ 50.00 (estimate) Final fee is set by and paid directly to the vendor – Jostens	SHHS Counselors
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	Dr. Christy Henegar, Assistant Principal
Parking	Parking registration fee	\$ 5.00/year	Dr. Christy Henegar, Assistant Principal
Student ID	2nd replacement ID badge and each one after	\$ 5.00/replacement	Dr. Christy Henegar, Assistant Principal



SCIENCE HILL HIGH SCHOOL FEE LIST

SCHOOL YEAR 2026-2027



How to pay fees:

Online: Fast and convenient. Scan the QR code below, visit ScienceHill.jcschools.org/schoolfees or simply go to the Science Hill High School website, click on "School Fees", then "Science Hill 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.

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 to Science Hill for the total amount and return to Science Hill. If you prefer to write individual checks for each fee, please feel free to do so.

Cash: If 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 Science Hill.

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): 9 10 11 12

2026-2027 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
	JROTC	JROTC - Activity Fee	\$10.00	Lt. Col. Mike Mestan, JROTC Instructor
	Showstoppers	Showstoppers 1 & 2 - Activity Fee	\$10.00	Hunter Graybeal, Showstoppers Director
	Vocal Music	Chorus & Choir - Concert Attire Care and Cleaning Fee Chorus & Choir - Activity Fee	\$50.00 \$20.00	June Oaks, Choral Director

Total Fees Paid: _____

2026 -2027 SHHS OTHER FEES & FINES			
Category	Fee or Fine	Cost (USD)	Contact Person
Exams	AP unused exam fee	\$ 40.00/exam	Dr. Aaron Wood, Ast. Prin.
Graduation	Cap, gown & diploma cover for SHHS senior graduation ceremony	\$50.00 (estimate) Final fee is set by and paid directly to Jostens	SHHS Counselors
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, Ast. Prin.
Parking	Parking or driving violations	\$ 10.00/offense	Dr. Christy Henegar, Ast. Prin.
Parking	Parking registration fee	\$ 5.00/year	Dr. Christy Henegar, Ast. Prin.
Student ID	2nd replacement ID badge and each one after	\$ 5.00	Dr. Christy Henegar, Ast. Prin.

Please note: This materials list for the 26-27 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

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

To: Board of Education
From: Dr. Erin Slater Superintendent and Leia Valley, Supervisor of Finance
Re: January and February closures due to inclement weather

Johnson City Schools were closed for inclement weather on the following days:

- January 26, 2026
- January 27, 2026
- February 2, 2026
- February 3, 2026
- February 4, 2026
- February 5, 2026

January 26th will be made up on the built-in snow day, February 16, 2026. Five stockpile days will be used for the remaining days. Johnson City Schools District (offices) were also closed on January 26th, February 2nd and February 5th. Staff were told to stay home due to road conditions.

Requested for board approval is to pay teachers, educational assistants, and other 10-month employees their regular scheduled hours for the five days schools were closed and stockpile days are being used. With the use of stockpile days, there is no opportunity for staff to make up the days and as a result, their pay would be deducted for these missed days.

For staff normally required to still work when schools are closed (secretaries, bookkeepers, custodians, maintenance) requested for approval is to pay these individuals their regular scheduled hours for the days the district was closed. For those custodians and hourly maintenance personnel that were required to work, it is requested for approval for their time worked in addition to their regular scheduled hours pay.



BOARD OF EDUCATION

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

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





Tammy L. Larkey, Ed.S.

Supervisor of Middle School Instruction and Student Services

Box 1517 Johnson City, TN 37605 Phone: 423-434-5585 Fax: 423-218-0550

Email: larkeyt@jcschools.org

Date: 2/18/2026

TO: Board of Education

FROM: Tuition Department

RE: Tuition Schools for 2026-2027 School Year

The tuition schools for the upcoming 2026-2027 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** will accept new tuition students. The application will be available on the district website beginning April 27, 2026.

A recommendation will be made at the May 4th Board meeting regarding which elementary and middle schools will accept tuition for the 2026-2027 school year. Once the in-zone transfer open enrollment window closes and transfer placements are approved, we will once again review numbers in grades K-8 to determine space available for accepting tuition students for the 2026-27 school year in elementary and middle schools. Application for those schools will open on May 5, 2026.

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).

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: 04/07/25
		Rescinds: 2.401	Issued: 04/03/23

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

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

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

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

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

The system shall not be obligated to accept gifts.

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

The following guidelines will apply to gifts to the system:

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

- 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 January	Descriptor Term: Fraud or Related Dishonest Activity	Descriptor Code: 2.601	Issued Date: 04/04/22
		Rescinds: 2.601	Issued: 02/04/08

- 1 Johnson City Schools will identify and promptly investigate any credible suspicion of fraudulent or
2 related dishonest activities against the School System.
- 3 In the event such suspicion is supported by the facts, Johnson City Schools will take appropriate
4 disciplinary and other action against any employee or other entity believed to have committed fraudulent
5 or related dishonest activities against the School System. Such action may include suspension of
6 employment with or without pay, termination of employment, the pursuit of available legal remedies
7 including restitution, and/or seeking criminal prosecution. **Any suspicion of fraud or dishonest activity**
8 **that is supported by fact will be reported to the Comptroller's office.**

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Accounting System	Descriptor Code: 2.700	Issued Date: 04/07/25
		Rescinds: 2.700	Issued: 05/07/24

CENTRAL OFFICE

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

GENERAL FUNDS

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

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

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

FEDERAL FUNDS

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

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

INTERNAL ACTIVITY FUNDS

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

- 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: Financial Reports and Records	Descriptor Code: 2.701	Issued Date: 05/07/24
		Rescinds: 2.701	Issued: 04/06/15

1 The Executive Committee shall submit to the Board of Education at each regular Board meeting a
2 report of all business transacted since the last regular meeting.¹

3
4 A report indicating all receipts and expenditures of the General Purpose School Fund will be given no
5 less often than quarterly to the City Commission.² Each report will show the amount of the annual
6 appropriation, the amount expended by account to date, the amount encumbered and the free balance
7 in each account.

8
9 The Superintendent of Schools shall submit monthly financial reports to the Board and to state and
10 federal agencies as required. The reports shall include current expenditures, encumbrances and
11 financial status as related to the approved budget for the year.

12
13 Each principal shall complete and post at the end of each calendar month the receipts, expenditures and
14 cash balance of all accounts under ~~his~~ **their** jurisdiction³ and make them available to the
15 Superintendent of Schools. These reports shall be made available to the Board at its request.

Legal References

1. [TCA 49-2-206\(b\)\(5\)](#)
2. [TCA 49-2-301\(b\)\(1\)\(Q\)](#)
3. [Internal School Funds Manual, Section 3-5](#)

Cross References

School District Records 1.407

Johnson City Board of Education

Monitoring:

**Review: Annually, in
January**

Descriptor Term:

Inventories

Descriptor Code:

2.702

Issued Date:

05/07/24

Rescinds:

2.702

Issued:

04/03/23

The Superintendent of Schools shall establish an accurate inventory procedure for all school real and personal (e.g., material and equipment) property, and this system shall be implemented at each school facility. Equipment is defined as all tangible personal property (machinery, tools, furniture, vehicles and other apparatus) with a unit cost of \$500.00 or more and a minimum useful life expectancy of one year. Administrative personnel shall ensure that a physical count of all such property is taken at the end of each school year, and this inventory shall be properly entered on the appropriate records for accounting purposes.¹

Each school shall maintain a complete inventory of text books and library materials and enter into the school system's inventory management system.

The annual inventories will be conducted at the end of each school year in accordance with the following criteria:

1. EQUIPMENT AND TEXTBOOKS

One hundred percent (100%) inventory will be conducted on the following categories:

- a) All capital assets and sensitive minor equipment as established in the Internal School Funds Manual.
- b) ALL textbooks.
- c) Other items of lesser value at the principal's discretions.

2. MEDIA CENTERS

Media center materials and supplies will have a physical inventory of at least a twenty percent (20%) inventory annually with a one hundred percent (100%) inventory every FIVE years.

3. FURNITURE

An inventory of furniture (desks, tables, chairs, etc.) and other fixtures shall be maintained for insurance purposes. This inventory shall be updated annually by principals/administrators/designees.

1 **EQUIPMENT PROCURED WITH FEDERAL DOLLARS**

- 2 The Superintendent **of Schools** shall establish procedures for administrators to follow which meet all
3 federal accountability guidelines, including guidelines for the purchasing, inventorying, security and
4 disposition of all equipment purchased with federal funds.²

Legal References

1. [Internal School Funds Manual, Section 4-21 -
Section 4-23](#)
2. [2 CFR § 200.313](#)

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Travel Expenses and Reimbursements	Descriptor Code: 2.804	Issued Date: 05/07/24
		Rescinds: 2.804	Issued: 01/06/14

The Superintendent of Schools shall develop appropriate procedures for reimbursement.

SCHOOL PERSONNEL

School personnel who incur expenses in carrying out their authorized duties will be reimbursed upon submission of an approved request for reimbursement and supporting receipts.

Expenses for travel will be reimbursed when the travel has the authorization of the Superintendent of Schools and/or the appropriate supervisor. The federal programs supervisor must approve expenses paid under federal programs.

Reimbursement for travel paid by grant programs will be reimbursed at the rates required by such grant. The grant supervisor must approve expenses paid under grant programs.

BOARD OF EDUCATION MEMBERS

The members of the Board shall be paid for transportation, lodging, meals and other pertinent expenses when traveling on business for the Board. Salary and other benefits shall be determined by the local funding body.¹ Attendance at conventions or other educational meetings or travel for other school purposes shall be authorized by the Board.² No expenses are paid to attend in-district Board meetings.

Expenses shall be submitted to the Superintendent of Schools' office within thirty (30) days of the date of completion of such travel.

Legal References

1. [TCA 49-2-202\(d\)](#)
2. [TCA 49-2-2001\(c\)](#)

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Purchasing	Descriptor Code: 2.805	Issued Date: 06/04/24
		Rescinds: 2.805	Issued: 04/03/23

General

The school system will purchase competitively and seek maximum educational value for every dollar expended. Department heads will serve as purchasing agent for the system-wide purchasing. The Director of Finance shall coordinate purchasing.¹ Principals shall serve as purchasing agents for individual schools.

Purchases made by anyone not authorized by the appropriate officials shall become the personal responsibility of the persons making the purchase agreement. The Board of Education will not, under any circumstances, be responsible for payment for any material or supplies purchased by unauthorized individuals or in an unprescribed manner.

No school shall be obligated to pay for any expenditures made by a student or an employee unless they first receives a written purchase order from the proper office or unless prior written permission or arrangements are made with the principal.

The Board will purchase locally whenever other conditions are comparable.

Individual Schools

The Superintendent of Schools must approve the following purchases:

1. a single piece of equipment costing more than five thousand dollars (\$ 5,000.00);
2. one that is to be attached to or one that requires alteration of the building; or
3. one that will become a permanent fixture.

Central Office²

ROUTINE PURCHASES

Routine purchases shall include expenditures for supplies, salaries, and expenditures required for the operation of the school system. These expenditures shall be anticipated and provided for in the budget and will normally be authorized by the Board at the beginning of the fiscal year. The Superintendent of Schools/ designee may make all routine purchases without further Board authorization; however, the Board shall be promptly informed if any substantial variation from budgeted estimates becomes necessary.

SPECIAL PURCHASES

Special purchases are those which are not routine and which may or may not be specifically identified by line item in the budget. Examples of special purchases are all capital expenditures such as vehicles, buildings, major contracts, purchases of major equipment, items for long-term use and supplies of an unusual quantity or nature. All purchases in this category shall require specific prior Board approval on an item-by-item basis. In its approval, the Board may place constraints on the Superintendent of Schools requiring Board evaluation and/or approval at various steps in the procurement process. This will be determined by the Board on an individual basis depending on the nature of the procurement action.

EMERGENCY PURCHASES

Emergency purchases are those which are necessary to avert hazards which threaten health or safety, to protect property from damage or to avoid major disruption of educational activities. If within budgetary limits and deemed essential, emergency purchases may be made by the Superintendent of Schools. However, if the purchase is of such significant magnitude as to impact the integrity of the budget, the Chair shall call a special or emergency meeting of the Board to deal with the matter. In any event, the Board shall be advised promptly of all emergency purchases.

PURCHASING OF SURPLUS PROPERTY

The Superintendent of Schools and other employees designated by the Board shall be authorized to act for the Board in acquiring federal surplus property through the Tennessee General Services Department for surplus property and in entering into agreements, certifications and covenants of compliance concerning the use of federal surplus property.

Further, the Superintendent of Schools is authorized to purchase any needed items through suppliers approved on the state bid list.

COOPERATIVE PURCHASING³

The Board, at its option, may join in cooperative purchasing with other school systems to take advantage of lower prices for bulk purchasing and to reduce the cost involved in bidding whenever such buying appears to be to the benefit of the system.

PROCUREMENT PROCEDURES

All purchases must be made in accordance with the System's Purchasing Guide as required by state and federal laws.²

PROCUREMENT CARDS

Small dollar purchases may be made through the use of procurement cards issued by the ~~S~~school ~~S~~system under procedures developed by the City of Johnson City.

Legal References

1. [TCA 49-2-206\(b\)\(3\); TCA 6-36-115](#)
2. [Internal School Funds Manual, Section 4-8](#)

Cross References

Executive Committee 1.301
Credit Cards/Credit Lines 2.8051
Purchase Orders and Contracts 2.808
Conflict of Interest 5.601

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Requisitions	Descriptor Code: 2.807	Issued Date: 04/07/25
		Rescinds: 2.807	Issued: 04/05/16

The ~~Board of Education~~ **Superintendent of Schools** shall designate personnel to be responsible for making requisitions.

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

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

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

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

Cross Reference
Purchase Orders 2.808

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Purchase Orders and Contracts	Descriptor Code: 2.808	Issued Date: 06/04/24
		Rescinds: 2.808	Issued: 04/03/23

General

All purchases made by the school system shall be by purchase order, report of goods or formal contract, and no purchase shall be made nor payment approved unless covered by an approved purchase order. School system credit and procurement cards for specific individuals may be authorized by the Board of Education for limited use.

Purchase orders will include the following essentials:

1. A specification which adequately describes to the supplier the characteristics and the quality standards of the item required;
2. A firm, quoted, net delivered price, whenever possible; and
3. Signature of purchasing agent (Superintendent of Schools, principal, department head or federal programs supervisor).

Contracts shall be made only with responsible suppliers with the following considerations:

1. The supplier has the potential ability to perform successfully under the terms and conditions of a proposed procurement;
2. A system for contract administration shall be maintained to assure supplier conformance with terms, conditions, and specifications of the contract or purchase order, and to assure adequate and timely follow-up of all purchases;
3. Contracts shall contain such provisions or conditions which will allow for administrative, contractual, or legal remedies in instances where suppliers violate or breach contract terms, and provide for such sanctions and penalties as may be appropriate.
4. All contracts, including those of individual schools, will meet all requirements of state and federal laws, rules, and regulations.^{1,2}

1 5. With the approval of, or ratification by, the Board of Education, contracts may be entered into
2 by the Superintendent of Schools and/or the appropriate director or supervisor of programs,
3 including federal programs.²
4

Legal References

1. [TCA 49-2-203\(a\)\(3\)](#); [Internal School Funds Manual, Section 5-10](#); [TCA 49-2-206\(b\)\(3\)](#)
2. **2 CFR 200 Subpart D**

Cross References

Purchasing 2.805
Bids and Quotations 2.806
Requisitions 2.807

Johnson City Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Payment Procedures	Descriptor Code: 2.810	Issued Date: 04/07/25
		Rescinds: 2.810	Issued: 02/02/09

1 The purchasing agent (Superintendent of Schools, ~~department head~~ **supervisor**, federal projects
2 supervisor or principal) shall approve all claims for payment prior to their submission to the Board of
3 Education.¹

4
5 Schools may obligate themselves for the purchase of equipment, supplies, or services, provided
6 payments are completed by June 30 of the current school year or a plan for future payments has been
7 made by the principal and approved by the Board

Legal References

1. [TCA 49-2-206\(b\)\(3\)](#)

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Instructional Goals and Philosophy	Descriptor Code: 4.100	Issued Date: 09/04/25
		Rescinds: 4.100	Issued: 01/06/25

The Board of Education shall not discriminate on the basis of race, color, sex, religion, national origin, or disability in its instructional program or activities.¹ Discrimination shall include antisemitism, defined as a certain perception of Jews, which may be expressed as hatred toward Jews including, but not limited to, rhetorical and physical manifestations of antisemitism directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.²

GOALS

The Board approves the following broad-based instructional goals **as part of their Five-Year Strategic Plan:**

- Advance student achievement, participation, and support in all curricular and extra-curricular programs
- Strengthen stakeholder communication and community connections
- Recruit, support, and retain a high-quality workforce.
- Create and enhance safe, effective learning environments.
- Promote physical, social, and mental wellness.

The current Five-Year Strategic Plan can be viewed on the school system website.

VISION STATEMENT

The Board of Education's vision for Johnson City Schools is to be a progressive school system that is globally competitive in all areas. All students have equal opportunity to learn and be successful while meeting high expectations and are provided the resources to be healthy, productive citizens and lifelong learners.

MISSION STATEMENT

The mission of Johnson City Schools is to enable all students to achieve excellence in learning, social responsibility and self worth.

BELIEFS

To be successful, Johnson City Schools must:

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

Legal References

1. [42 USCA § 2000d *et seq.*](#)
2. [Public Acts of 2025, Chapter No. 293](#)

Cross References

School Board Goals and Objectives 1.700
Student Goals 6.100
Student Concerns 6.305

Johnson City Board of Education

Monitoring:

Review: Annually, in
November

Descriptor Term:

Instructional Standards

Descriptor Code:

4.101

Issued Date:

01/06/25

Rescinds:

4.101

Issued:

06/04/24

The Board of Education is charged with selection of the curriculum. No subjects or topics prohibited by state or federal law shall be taught.¹ The ~~Director~~ Superintendent of Schools shall develop administrative procedures to implement this policy.

STATE STANDARDS²

Only Tennessee state standards shall be taught within the school ~~district~~ system. The following are prohibited:

1. Instructional materials, textbooks, or supplemental materials created to align exclusively with Common Core; or
2. Instructional materials, textbooks, or supplemental materials that are marketed or otherwise identified as Common Core textbooks or instructional materials.

Any complaints regarding the above shall be submitted per board policy 4.402.

CURRICULUM AND INSTRUCTIONAL PROGRAMMING

All curriculum and instructional programming implemented in the school district shall adhere to state and federal laws. School system employees shall not include or promote any concepts that would violate state law when providing instruction, using instructional or supplemental materials, or when implementing the instructional program and curriculum.¹

The Superintendent of Schools shall develop procedures to ensure that the district's instructional program complies with state law.

Complaints regarding teaching prohibited concepts in violation of state law shall be submitted per the regulation developed by the Tennessee Department of Education.

Legal References

Cross References

1. [TCA 49-6-2202](#); [TCA 49-6-1304](#); [TCA 49-6-2206](#);
[TCA 49-6-1019](#)
2. [TCA 49-1-302\(a\)\(8\)](#); [TCA 49-1-314](#); [TCA 49-6-2206](#)
3. [TRR/MS 0520-12-04](#)

Reconsideration of Textbooks and Instructional Materials
4.402
Controversial Issues 4.800
Controversial Materials 4.801

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Curriculum Development	Descriptor Code: 4.200	Issued Date: 01/06/25
		Rescinds: 4.200	Issued: 01/03/22

Under the leadership and direction of the Superintendent of Schools and instructional supervisors, a unified curriculum shall be developed within the framework of the state's standards for the school system in each subject area, grades PreK-12.¹

~~A system-wide Collaborative Learning Council shall be established and maintained under the direction of the Superintendent of Schools. The system-wide Collaborative Learning Council will be a vehicle to provide the support and resources required for the system-wide improvement of curricula and instruction.~~

The curricula of the school system shall fulfill the goals and requirements of education as established by the State Department of Education in the Rules, Regulations, and Minimum Standard for Government of Schools in the State of Tennessee and additions as approved by the Board from time to time.² Reports concerning curriculum development and revision shall be made at regular intervals to the Board. Such reports shall be made by the Superintendent of Schools/ ~~or their~~ designee.

The complete curriculum is available online and all teachers will have access to the curriculum. Use of newer concepts of curriculum design, scheduling, and instructional techniques is encouraged but must have prior approval of the principal.

A special course (not listed in TRR/MS 0520-1-3-.06) requires the approval of the Superintendent of Schools, the Board, the State Board of Education and prior approval of the Commissioner of Education.¹ A course may become a permanent part of the school program after three (3) years of offering upon approval by the State Board of Education.

All State/Federally funded Pre-K programs shall adopt a State approved curriculum.

IMPLEMENTATION

The primary responsibility for the effective operation of the curriculum program and activities shall be delegated to the Superintendent of Schools.

Principals shall be responsible for administering the established instructional programs and for the development and supervision of a coordinated plan for the improvement of instruction in their schools.

Legal References

1. [TCA 49-1-302\(a\)\(1\)-\(3\), \(8\); TRR/MS 0520-01-03-.03](#)
2. [TCA 49-6-1001, et seq.; TCA 49-6-1201; TCA 49-6-1301, 1302](#)

Cross References

Evaluations of Instructional Programs 4.702
In-Service & Staff Development Opportunities 5.113
Staff Rights & Responsibilities 5.600
Staff Time Schedules 5.602

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Special Education	Descriptor Code: 4.202	Issued Date: 01/06/25
		Rescinds: 4.202	Issued: 06/04/24

The Board of Education shall provide access to a free appropriate public education to all IDEA (Individuals with Disabilities Education Act) Eligible children ages 3-21, inclusive, residing within the jurisdiction of the school system. The plan for implementation of appropriate instruction and special education services shall be in accordance with the current Rules, Regulations, and Minimum Standards of the State Board of Education,¹ and state² and federal³ law.

The Board shall develop and periodically update a local plan for providing special education services for ~~disabled students~~ **students with disabilities** (IDEA and other students with IEPs). Specifically, the Board shall assure that:

1. Reasonable effort will be made to identify all children ages three (3) through twenty-two (22) who reside within the jurisdiction of the school system, including those in private schools, or are homeless and are suspected of having a disability; and
2. All ~~disabled students~~ **students with disabilities** living within the school district have available to them a free, appropriate public education which emphasizes special education and related services to meet their unique needs; and
3. Children with disabilities are given appropriate accommodations and modifications for state and district-wide assessment programs, are included in the administration of those assessments and the reporting of the assessment data; and
4. The rights of ~~disabled students~~ **students with disabilities** and their parents/guardians are protected.

The plan shall address the following objectives:

1. To carry out a comprehensive screening and assessment plan emphasizing the early identification and evaluation of ~~disabled students~~ **students with disabilities**;
2. To provide each ~~disabled child~~ **eligible student with a disability** with an Individualized Educational Program (IEP) specifically designed to meet his unique needs;
3. To use the Individualized Education Program (IEP) for reviewing assessment, formulating programming, and determining placement for every ~~disabled student~~ **student with a disability**, including review of proposed suspensions when appropriate, in accordance with the State Board of Education Rules, Regulations, and Minimum Standards;

4. To ensure that placements are made which educate ~~disabled children~~ **students with disabilities** with non-disabled age appropriate peers in the schools these children would normally attend if not disabled and to the extent appropriate;
5. To provide continuing evaluation of each ~~disabled child~~ **student with a disability**'s progress, including at least annual review of his IEP and re-evaluation at least every three (3) years;
6. To ensure that procedural safeguards required by state and federal laws are adhered to; and
7. To involve parents of ~~disabled children~~ **students with disabilities** in a meaningful dialogue with school personnel which will begin with initial referral and continue throughout the student's educational career;
8. To follow all required confidentiality laws and procedures;
9. Include goals for the performance of ~~children~~ **students** with disabilities in school improvement plans;
10. To include ~~children~~ **students** with disabilities in required assessments with appropriate accommodations and modifications and to report assessment data;
11. To collaborate with outside agencies as needed to provide supports for students with disabilities; and
12. To budget at least the same total or per-capita amount for special education from the combination of state and local funds as spent for the same purpose from the prior year Maintenance of Effort.)

Students receiving special education services shall not be restrained except as permitted by law. The Superintendent **of Schools**/designee will develop procedures for isolation and restraint of students with disabilities.

Legal References

1. [TRR/MS 0520-01-09](#)
2. [TCA 49-10-101](#)

Cross References

Compulsory Attendance Ages 6.201
Alternative Education 6.319
Student Communicable Diseases 6.403

3. [20 USCA §§ 1400-1482](#); [29 USCA § 794](#); [34 CFR § 300.504](#)
4. [TRR/MS 0520-01-09.20](#)

Acquired Immune Deficiency Syndrome 6.404
Special Education Students 6.500

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Accelerated College Admission	Descriptor Code: 4.203	Issued Date: 06/04/24
		Rescinds: 4.203	Issued: 12/07/20

In keeping with the State Board of Education's endorsement of the Early Admission Program,¹ a qualified high school student may complete the twelfth grade at a participating institution of higher learning. The student will earn a year's credit in college at the same time that he earns credit for their senior year in high school.

To be considered for this program, the student shall:

1. Earn a cumulative grade point average of at least 3.5 through three (3) years of high school;
2. Earn an ACT composite of at least 25 or an equivalent SAT score;
3. Submit a written request and agreement to the high school principal at the end of the eleventh year of school, signed by student and parent(s)/guardian(s);
4. Meet with principal, counselor, and parent(s)/guardian(s);for consultation; and
5. Secure a written endorsement of the principal, a counselor and the post-secondary institution.

Cross References

Enrollment in Jump Start Classes 4.2031
Enrollment in College Level Courses 4.205
Alternative Credit Options 4.209

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Summer School	Descriptor Code: 4.204	Issued Date: 01/06/25
		Rescinds: 4.204	Issued: 01/05/24

1 The following programs will be made available to students:^{1,2}

- 2 1. Learning Loss Bridge Camp;
- 3
- 4 2. Summer Learning Camp;
- 5
- 6 3. STREAM Camp; and
- 7
- 8 4. Summer/STREAM Hybrid Camp.

9 These programs shall be organized and operated in accordance with state law as well as guidelines
10 provided by the Tennessee Department of Education. Funding for all programming shall be provided
11 for in the annual budget and take into account any available grants. The Board of Education may adopt
12 tuition rates for those students attending a traditional summer school program.³

13 SUMMER PROGRAMMING²

14 The Superintendent of Schools shall present a recommended summer programming plan to the Board
15 each year, no later than the end of the regular school year, outlining the following:

- 16 1. Courses offered;
- 17
- 18 2. Transportation;
- 19
- 20 3. Class size ratios;
- 21
- 22 4. Budget, including staff compensation;
- 23
- 24 5. School nutrition needs;
- 25
- 26 6. Staffing;
- 27
- 28 7. Enrollment criteria; and
- 29
- 30 8. Any additional necessary information.

31 ATTENDANCE REQUIREMENTS²

1 Priority students, as defined by state law, are strongly encouraged, but shall not be required to attend
2 summer programs.

3 The Superintendent of Schools shall be responsible for developing administrative procedures regarding
4 the attendance requirements of priority students in each program.

5 **THIRD GRADE PROMOTION/RETENTION LAW & MAKE UP DAYS⁴**

6 Students who are required to attend summer programming in order to be promoted to fourth grade shall
7 attend with a ninety percent (90%) attendance rate.

8 Parents/**Guardians** shall be provided information on the summer program attendance policy. The
9 Superintendent of Schools/designee shall develop administrative procedures regarding the
10 documentation of student attendance including make up days and the administration of the post-test for
11 students who participate in summer programming.

12 No more than two (2) high school credits shall be earned during any summer school session.

13 The library, laboratories, and other facilities shall be made available to all students enrolled in the
14 summer school program.

Legal References

1. [TRR/MS 0520-01-03-.03\(8\); TCA 49-6-1502, 1503](#)
2. [TCA 49-6-1504](#)
3. [TCA 49-6-3003](#)
4. [State Board of Education Policy 3.300](#)

Cross References

Promotion and Retention 4.603
Extended Contracts 5.112

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Enrollment in College Level Courses	Descriptor Code: 4.205	Issued Date: 01/06/25
		Rescinds: 4.205	Issued: 01/03/22

- 1 Qualified high school students who are in good standing may earn high school credit by enrolling in
- 2 college level courses.¹ Written approval by the parent(s)/guardian(s), principal, and institution of higher
- 3 learning shall be required before enrollment.
- 4 Grades earned in such college level courses may be used to determine grade point average.
- 5 The Board of Education shall not be responsible for transportation to and from the college or for payment
- 6 of tuition or related fees.

Legal References

1. [TCA 49-6-1012](#); [State Board of Education Policy 3.301](#)

Cross References

Accelerated College Admission 4.203

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Alternate Instruction Programs	Descriptor Code: 4.206	Issued Date: 01/09/23
		Rescinds: 4.206	Issued: 01/03/22

1 REMEDIAL INSTRUCTION

2 The remedial program will concentrate mainly on improvement of reading and math skills for the most
3 educationally needy students. Various materials will be used to supplement the work being done in the
4 classroom.

5 HOMEBOUND INSTRUCTION¹

6 The Homebound Instruction Program is for students who, because of health impairments, are unable to
7 attend the regular instructional program.¹ The program consists of three (3) hours of instruction per
8 week provided by a certified and properly endorsed teacher. The Superintendent of Schools/designee
9 may approve additional hours of homebound instruction when necessary.

10 To qualify for the Homebound Program, a student must have a health impairment of sufficient
11 seriousness to anticipate that the student will be absent for a minimum of ten (10) consecutive school
12 days. The student must be certified by a physician as being health-impaired and unable to attend the
13 regular instructional program. The services provided the homebound student should reflect
14 capabilities and be determined by the homebound instructor, after consultation with the appropriate
15 professional staff of the student's assigned school.

16 Upon the approval of the Superintendent of Schools, a student with other serious issues that may affect
17 ~~his~~ their ability to attend the regular instructional program may be provided homebound instruction.
18 The services provided the homebound student should reflect capabilities and be determined by the
19 homebound instructor, after consultation with the appropriate professional staff of the student's
20 assigned school.

Legal References

1. TCA 49-10-1101; TRR/MS 0520-01-02-.10

Cross References

Alternative Credit Options 4.209
Virtual Education Program 4.212
Student Communicable Diseases 6.403
Acquired Immune Deficiency Syndrome 6.404
Promotion and Retention

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: English Learners	Descriptor Code: 4.207	Issued Date: 06/04/24
		Rescinds: 4.207	Issued: 01/03/22

If the inability to speak and understand the English language excludes a student from effective participation in the educational programs offered by the district, the district shall take reasonable actions to provide the student equal access to its programs. Students who are English learners (“EL”) shall be identified, assessed, and provided appropriate services. No student shall be admitted to or excluded from any program or extracurricular activity based on the student’s surname or EL status.¹

The Superintendent of Schools/designee shall evaluate the effectiveness of the district’s language assistance programs to ensure EL students will acquire English proficiency and the ability to participate in the standard instructional program within a reasonable period of time.

ENGLISH LANGUAGE INSTRUCTION PROGRAM

The Board of Education directs the administration to develop and implement language instruction programs that:²

1. Appropriately identify EL students in a timely, valid, and reliable manner;
2. Determine the appropriate instructional environment for EL students;
3. Provide EL students with a language assistance program that is educationally sound and proven successful;
4. Annually assess the English proficiency of EL students and monitor the progress of students in order to determine their readiness for standard instructional program; and
5. Monitor the progress of students that have exited the EL program.

PARENTAL NOTIFICATION³

Parents/Guardians of EL students shall be given notice of, and information regarding, the instructional program within the first thirty (30) days of the school year or within the first two (2) weeks of a student being placed in a language instruction educational program (LIEP). At a minimum, the notice will include the following:³

1. The reason for identifying the student as an EL student;
2. The student’s level of English language proficiency, including how the level was assessed, and the status of the student’s academic achievement;

- 1 3. Methods of instruction used in the program, methods of instruction in other available programs,
2 and how they differ;
- 3 4. How the program meets the educational strengths and needs of the student and how the program
4 will help the student reach English language proficiency and meet academic standards;
- 5 5. Program exit requirements, rate of transition to a standard instructional program classroom, and
6 expected rate of high school graduation;
- 7 6. How the program meets the goals of an EL student with an IEP; and
- 8 7. Information on the parent/**guardian**'s right to withdraw the student from the program or choose
9 another program or method of instruction if available.
- 10 Parent/**Guardian** and family engagement will be encouraged, and parents will be regularly apprised of
11 their child's progress.⁴

Legal References

1. [Elementary and Secondary Education Act, as amended by ESSA \(Pub. L. 114-95\), § 1112\(e\)\(3\)\(D\); TRR/MS 0520-01-19](#)
2. [Elementary and Secondary Education Act, as amended by ESSA \(Pub. L. 114-95\), § 3113\(b\)\(3\)\(B\); TRR/MS 0520-01-19](#)
3. [Elementary and Secondary Education Act, as amended by ESSA \(Pub. L. 114-95\), § 1112\(e\)\(3\)\(A\); TRR/MS 0520-01-19](#)
4. [Elementary and Secondary Education Act, as amended by ESSA \(Pub. L. 114-95\), § 1112\(e\)\(3\)\(C\); TRR/MS 0520-01-19](#)

Cross References

Parent and Family Engagement 4.502

Johnson City Board of Education

Monitoring:

**Review: Annually, in
November**

Descriptor Term:

Educational Research

Descriptor Code:

4.210

Issued Date:

05/07/24

Rescinds:

4.210

Issued:

03/07/11

The Johnson City School System is supportive of the development of new educational knowledge through research within the local school community. The Johnson City Schools shall cooperate to the extent possible with colleges, universities, and other agencies in promoting educational research. The Superintendent of Schools shall develop administrative procedures for approving requests for educational research projects.

Any research project must be well planned and supervised to provide the least interruption possible to the instructional program.

The Superintendent of Schools must give final approval prior to the initiation of any research project.

Any research proposal must meet the following criteria in order to be considered for approval.

1. The research should be designed so that it can be expected to produce valid and reliable results.
2. The research shall be of a nature to expect a result that will be of value to the improvement of education.
3. The research may not materially interrupt or disrupt the work of students, teachers or other employees.
4. The research shall have the approval of the appropriate college, university or agency supervising the research.
5. Prior permission of research subjects is required.
6. Detailed proposal must be submitted identifying the nature of the research, the research subjects (i.e. students or employees), the research method, and use of the results.
7. Confidentiality of subjects must be maintained at all times.
8. Questionnaires, surveys, and/or interview questions must be submitted for review in advance of distribution and must not include items which invade the areas of personal rights.

If it is determined that students are the requested subjects of the educational research, Johnson City Schools will follow the administrative procedures outlined in Johnson City Board policy 6.4001.

This policy is not applicable to research that is conducted as part of the approved curriculum of the school system due to the internal approval processes as approved by the Superintendent of Schools.

Johnson City Board of Education

Monitoring:

Review: Annually, in
November

Descriptor Term:

Credit Recovery

Descriptor Code:

4.211

Issued Date:

01/06/25

Rescinds:

4.211

Issued:

01/09/23

The Superintendent of Schools/designee shall ensure that credit recovery facilitators receive training regarding course organization, online instruction management, and related technology. Credit recovery teachers shall comply with all State Board of Education certification requirements and training requirements.¹

ADMISSION AND REMOVAL²

No student shall be admitted to or otherwise enrolled in credit recovery courses unless:

1. The student's parent/guardian gives written consent for the student to enroll in the proposed credit recovery course. Parents/guardians should be informed that not all postsecondary institutions will accept credit recovery courses for credit and that the NCAA Clearinghouse will not accept credit recovery courses for credit; and
2. The student has previously taken an initial, non-credit recovery section of the proposed course and received a grade of at least fifty percent (50%). Students who receive a grade of below fifty percent (50%) in the non-credit recovery section of the course must re-take the course.

If a student is seeking to recover credit for the first semester of a two-semester course, the student may not receive the full credit for the course until they have enrolled in and passed the second semester of the course and taken any applicable End of Course examinations.

The ~~Board of Education~~ school system shall track students enrolled in credit recovery courses as directed by the Tennessee Department of Education.

INSTRUCTION AND CONTENT²

Credit recovery teachers shall work closely with credit recovery facilitators to correlate class content and instruction.

The Superintendent of Schools/designee shall ensure that all credit recovery courses:

1. Align with Tennessee's current academic standards for the relevant course content area, as approved by the State Board of Education; and
2. Differentiate instruction to address individual student growth needs based on diagnostic assessment or End of Course data.

1 Students in credit recovery programs shall:

- 2 1. Complete a course skill-specific diagnostic to determine skill-specific goals;
3
4 2. Meet individual skill-specific goals in a flexible time frame as established by identified student
5 need; and
6
7 3. Master all individualized skill-specific goals as established by the diagnostic process in order to
8 earn credit.

9 **GRADES²**

10 Students passing credit recovery shall receive a grade of sixty percent (60%) under the state uniform
11 grading system. If the system utilizes a locally-adopted grading scale that differs from the uniform
12 grading scale, a student passing credit recovery shall receive a D.³

Legal References

1. [TRR/MS 0520-01-03-.03\(10\); State Board of Education Policy 2.103](#)
2. [State Board of Education Policy 2.103](#)
3. [State Board of Education Policy 3.301](#)

Cross References

Virtual Education Program 4.2121
Grading System 4.600
Promotion and Retention 4.603

Johnson City Board of Education

Monitoring:

Review: Annually, in
November

Descriptor Term:

Family Life Education

Descriptor Code:

4.213

Issued Date:

08/05/24

Rescinds:

Issued:

1 *General*

2 A family life education program shall be implemented within the school ~~district~~ **system** in compliance
3 with state law.¹

4 Each semester, parents/guardians of students enrolled in a course that includes family life education will
5 have the opportunity to review a printed copy of the materials at the school. A parent/guardian who
6 chooses not to have a student participate in the family life education program shall submit such request
7 in writing to the principal. A student who is excused from the program shall be assigned alternative
8 health activities and shall not be penalized academically.

9 **FAMILY LIFE INSTRUCTION**

10 The curriculum for the family life education program shall, in a manner that is age-appropriate and
11 factually and medically accurate, include the following:²

- 12 1. Teach the skills needed to make healthy decisions in all aspects of marriage and family life;
- 13
- 14 2. Encourage sexual health by helping students understand how the whole person is affected by
15 sexual activity as well as other risk behaviors;
- 16
- 17 3. Provide information about human reproduction, including conception, birth, and prenatal care,
18 as well as the process of adoption and its benefits;
- 19
- 20 4. Provide information on the family unit and the responsibilities and consequences related to sexual
21 activity, including the challenges of single teen parenting;
- 22
- 23 5. Promote only sexual risk avoidance through abstinence and the positive results of avoiding sexual
24 activity;
- 25
- 26 6. Provide instruction on the detection, intervention, prevention, and treatment of child sexual
27 abuse, including such abuse that may occur in the home, human trafficking in which a victim is
28 the child, and internet crimes against children;
- 29
- 30 7. Provide instruction on the prevention of dating violence;
- 31

8. Encourage communication between parent(s)/guardian(s) and students;
9. Address the legal aspects of sexual activity with emphasis on the rights of the student; and
10. Include the presentation of a high-quality, computer-generated animation or high-definition ultrasound of a least three (3) minutes in duration that shows the development of the brain, heart, and other vital organs in early fetal development per state academic standards.³

Instruction in topics related to sexual activity are not age-appropriate for students in grades kindergarten through five (K-5) and shall not be taught as part of the family life curriculum. This does not prohibit instruction on detection, intervention, prevention, and treatment of child sexual abuse and human trafficking of children.⁴

The family life education program shall be reviewed annually to ensure that the prohibited items of instruction, as provided for in state law,⁵ are not included in the curriculum.

TRAINING ON INSTRUCTION

Personnel providing family life instruction shall receive training prior to presenting such instruction. Personnel shall conduct such instruction with maturity and discretion.

REPORTING²

At the beginning of each school year, the Superintendent of Schools/designee shall provide the contact information to the Department of Children's Services of each employee or trained professional providing instruction on family life curriculum related to child sex abuse, human trafficking, and internet crimes. The Superintendent of Schools/designee shall also report on the curriculum selected by the Board of Education.

Legal References

1. [TCA 49-6-1302](#)
2. [TCA 49-6-1304; Public Acts of 2024, Chapter No. 571](#)
3. [Public Acts of 2024, Chapter No. 795](#)
4. [Public Acts of 2024, Chapter No. 970](#)
5. [TCA 49-6-1304\(b\)](#)

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Extracurricular Activities	Descriptor Code: 4.300	Issued Date 01/06/25
		Rescinds: 4.300	Issued: 08/06/24

The following guidelines shall be followed in administering the student extracurricular activities program:

1. The Superintendent of Schools/designee shall initially approve each specific extracurricular activity so that proper support and supervision may be assured;
2. The principal, after obtaining the recommendation of the faculty and approval of the Superintendent of Schools, shall determine which clubs and organizations will be permitted;
3. Student activities must be under the guidance and direction of a staff member;
4. Student activities occurring before or after regularly scheduled school hours must be under the supervision of the principal ~~or their~~ /designee;
5. Secret organizations shall not be operated in any school;
6. A student shall not be required to attend a school-sponsored student activity that is scheduled at a time which conflicts with their religious practices;¹
7. School-sponsored student activities during vacation periods shall be restricted to regularly scheduled athletic programs and major events which cannot be scheduled otherwise;
8. Student groups shall not participate in state or national activities which are not listed as approved activities by regional accrediting associations or state and national principals' associations without the approval of the Superintendent of Schools;
9. A student on out-of-school suspension/expulsion or a health-related quarantine shall not be permitted to participate in school-sponsored activities;
10. Activities which restrict participation because of race, creed, color, sex, gender, religion, national origin, or disabilities are forbidden;² and
11. Non-school sponsored activities will be approved only if they are coordinated with the school.
12. Written parental consent shall be required to participate in any extracurricular activity.

STUDENT CLUBS & ORGANIZATIONS³

- 1 All students under the age of eighteen (18) shall present a signed and dated statement from their
- 2 parent/guardian before joining any club or organization or participating in activities of a club or
- 3 organization. The Superintendent of Schools shall develop administrative procedures outlining this
- 4 record-keeping process.

Legal References

1. [TCA 49-6-1002\(c\)](#)
2. [34 CFR § 106.41](#)
3. [TCA 49-6-1031\(b\)](#)

Cross References

Special Use of School Vehicles 3.402
Interscholastic Athletics 4.301
Field Trips/Excursions/Competitions 4.302
Attendance 6.200
Student Organizations 6.702

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 09/04/2025
		Rescinds: 4.301	Issued: 01/06/25

No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person, or otherwise be discriminated against in any athletic program of the school. Equal athletic opportunities shall be provided for members of both sexes.¹ Student athletes shall only be allowed to participate in athletic activities or events that align with the student's sex indicated on their original birth certificate.² The Superintendent of Schools/designee shall require the parent/guardian to provide the student's original birth certificate prior to participation in any interscholastic athletics. If the original birth certificate is not available or does not indicate the student's sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of the student's sex at birth.

Interscholastic athletics shall be administered as a part of the regular school program and shall be the principal's responsibility. Athletic schedules shall be filed in each school principal's office. The principal/~~employee~~ designee must accompany all athletic teams on out of town trips.

The Board of Education approves transportation of teams to athletic events, however such transportation must comply with the procedures and guidelines in place for all student trips. In addition, the athletic department must pay its own mileage and other related expenses.

Bylaws of the Tennessee Secondary School Athletic Association shall regulate the operation and control of secondary athletics.³ The Superintendent of Schools shall develop a code of conduct for all coaches to follow in order to ensure the health and safety of athletes.⁴

Participation in interscholastic athletics or marching band shall not be substituted for the lifetime wellness graduation requirement.

INSURANCE & PHYSICAL EXAMINATIONS

In the event that the school's insurance provider does not extend coverage to an athlete, the athlete shall provide proof of independently secured catastrophic coverage and liability coverage, with the school system as a named insured, of not less than the limits set forth in state law.⁵ It shall be the responsibility of the parent(s)/guardian(s) to provide health and hospitalization insurance for all students participating in interscholastic athletics.

Prior to participation in interscholastic athletics, every student shall complete an annual physical examination.⁶ The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the examination, and the signed parent/guardian permission form and medical release form shall be kept on file at the school.

SCHEDULING

No principal or teacher of any school under the control of the Board shall dismiss their school or any group of students for the purpose of permitting them to practice for or play interscholastic athletics within the regular school hours of any school day of the week without written permission from the Board.⁷ This does not prevent the inclusion of regular physical education classes in the daily school program.

Students shall not be required to attend a school athletic event, or event related to participation on a school athletic team, if the event is on an official school holiday, observed day of worship, or religious holiday. The student's parent or legal guardian shall notify the coach in writing three (3) full school days prior to the event if there is a conflict.⁸

Any changes in the venue for home competitions must have prior approval of the Board. In case of an emergency situation, the Superintendent of Schools may approve a venue change.

SEVERE WEATHER⁴

Severe weather is any type of weather that could impede the safety of any athlete by compromising the playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder, lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be discussed with all players, coaches, and officials, if applicable.

All coaches who oversee or participate in outdoor training, practice, or competition shall annually complete a heat illness prevention course approved by the Tennessee Department of Health as well as receive training on activity modifications based on environmental conditions.

PROHIBITION AGAINST HAZING

Coaches, employees, and volunteers of the school system shall not encourage, permit, condone, or tolerate hazing activities.⁹

HOME SCHOOL STUDENT PARTICIPATION¹⁰

Home school students shall be permitted to participate in accordance with TSSAA, TMSAA, or other governing body organizations' guidelines. If a school is not a member with these organizations, home school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

VIRTUAL SCHOOL STUDENT PARTICIPATION¹¹

Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA guidelines. If a school is not a member with these organizations, virtual school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

Legal References

1. [34 CFR § 106.41](#); [20 USCA § 1681 *et seq.*](#)
2. [TCA 49-6-310\(a\)](#)
3. [TRR/MS 0520-01-02-.08\(1\)](#)
4. [TCA 49-6-3601](#)
5. [TCA 29-20-403](#)
6. [20 USCA § 1232h\(c\)](#); [TRR/MS 0520-01-13-.01\(1\)\(a\)](#)
7. [TCA 49-6-1002\(a\)](#)
8. [TCA 49-6-1002\(c\)](#)
9. [TCA 49-2-120](#)
10. [TCA 49-6-3050\(c\)\(1\)\(B\)](#)
11. [Public Acts of 2025, Chapter No. 173](#)

Cross References

Special Use of School Vehicles 3.402
Student Insurance Program 3.601
Extracurricular Activities 4.300
Attendance 6.200
Discrimination/Harassment 6.304
Disruption of School and Student Activities 6.306

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Field Trips	Descriptor Code: 4.302	Issued Date: 01/06/25
		Rescinds: 4.302	Issued: 06/04/24

Field trips designed to stimulate student interest and inquiry and to provide opportunities for social growth and development are considered appropriate extensions of the classroom.

The ~~P~~principal may grant conditional approval of field trips contingent upon financial provisions being made for all students. The funds necessary to accommodate all students must be available by a certain date approved by the ~~P~~principal or the conditional approval will be revoked.

Procedures and forms for all school related trips will be developed and distributed by the Superintendent of Schools/~~D~~esignee.

To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of the class, and opportunities for students to summarize the experience at the conclusion of the trip. To this end, teachers and principals will be expected to consider the following factors in selecting field trips:

1. Value of the activity to the particular class group or groups;
2. Relationship of the field trip activity to a particular aspect of classroom instruction;
3. Suitability of the activity and distance traveled in terms of the age level;
4. Mode and availability of transportation; and
5. Cost.

The following guidelines shall be followed in planning and conducting field trips:

1. Any teacher desiring to take a group of students on an educational field trip must obtain advance approval of the principal and must complete a Field Trip Request Form;
2. The trip must have a definite educational purpose and reflect careful planning. Students should be prepared by general class discussion and/or research. Withholding attendance at field trips should not be used for discipline;
3. Parents may be allowed to transport students on field trips when all of the following conditions are met:
 - a. Proof of a valid driver's license;

- b. Proof of vehicle liability insurance coverage in the form of an insurance certificate issued to the insured indicating liability limits of at least \$100,000/300,000/50,000 will be necessary;
- c. Prior written approval of the principal;
- d. Prior written permission of the parent(s) of the child(ren) to be transported, which will be specific to the named parent driver; ~~and~~;
- e. Volunteer Personal Vehicle Authorization Use Form; and;
- f. A completed background check.

Students may be transported in employee vehicles when all requirements for such transportation are met. School system employees requesting the use of a Johnson City Transit vehicle will comply with all Johnson City Transit field trip guidelines and procedures;

4. A completed parental Student Field Trip Permission Form must be on file for every student making an off-campus trip. The principal shall ensure that these forms are kept on file for the remainder of the school year. This information is to be completed by the school before the form is signed by the parent;
5. Overnight trips and chaperones must be approved by the Board of Education in advance. These groups must be accompanied by at least one regular staff member and others from the school who are appropriate for adequate supervision and shall be responsible for student conduct while away;
6. Any overnight field trip must be approved by the Board prior to the initiation of fund-raising activities;
7. Students shall not be penalized for participating in approved school-sponsored trips and activities. Teachers shall permit students to make up class assignments missed because of an approved school-sponsored trip or activity;
8. All accidents that occur on a school-sponsored trip must be reported by the teacher to the principal immediately upon returning to school. Serious accidents involving personal injury must be reported immediately to the principal and/or the Superintendent of Schools/designee. An emergency shall be dealt with promptly by the teacher or other members of the school staff by taking appropriate action, including sending the student to the hospital or summoning medical aid or ambulance. In cases where it is necessary to send the student to the hospital, reasonable effort must be made to notify the parents;
9. Any school-sponsored field trip not meeting the "educationally beneficial" criteria as defined in this section must have prior approval of the Superintendent of Schools/designee; and
10. The Board, Superintendent of Schools/designee, or Principal may cancel an approved field trip at any time that the Board feels that the security or safety of students may be in jeopardy.

NON-SANCTIONED TRIPS

- 1 Non-sanctioned trips organized by employees acting as independent contractors/agents involving
- 2 students on a volunteer, self-supporting basis are not approved by the Board and are not considered a
- 3 part of the curriculum. Total responsibility for privately planned trips or tours rests with the
- 4 individual(s) and agencies sponsoring them. The Board assumes no legal or financial responsibilities
- 5 for non-sanctioned trips.
- 6 If an employee organizing a non-sanctioned trip wishes to recruit students through the school(s), the
- 7 request for recruitment shall be made in the same manner as a request from a private citizen.
- 8 Recruitment efforts shall not occur during class time or the employee's work day.

Cross References

Special Use of School Vehicles 3.402

Extracurricular Activities 4.300

Background Investigations 5.118

Attendance 6.200

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Instructional Resources and Materials	Descriptor Code: 4.400	Issued Date: 06/04/24
		Rescinds: 4.400	Issued: 04/03/17

- 1 All classrooms and learning centers shall be equipped with a variety of teaching tools. All instructional
2 materials should be selected to provide quality learning experiences for students.
- 3 A list of textbooks and instructional materials used by the schools shall be revised annually by the
4 principal/ designee under the direction of the Superintendent of Schools/designee and shall be made
5 available to the Board of Education and professional staff on the ~~district~~ school system and/or individual
6 school's website as a reference. Upon request, parents/guardians shall have the ability to inspect the
7 following items: instructional materials, teaching materials, teaching aids, handouts, and tests that are
8 developed by and graded by their child's teacher.¹ The Superintendent of Schools/designee shall develop
9 procedures for inspection of materials and distribute these procedures to each principal.

Legal References

1. [20 USCA § 1232h\(a\)](#); [TCA 49-6-7003](#)

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Textbooks Selection, Distribution and Care	Descriptor Code: 4.401	Issued Date: 01/06/25
		Rescinds: 4.401	Issued: 01/03/22

SELECTION¹

The selection of textbooks shall be completed according to the laws and policies required by the State of Tennessee and the State Textbook Commission.² The responsibility for textbook selection rests with the local textbook selection committees and is subject to approval by the Board of Education. The Superintendent of Schools shall establish a procedure for providing the citizens of the community an opportunity to examine proposed textbooks prior to their final adoption,³ including public notice of time and location at which textbooks may be examined.

DISTRIBUTION

The ~~Director of Finance~~ **Superintendent of Schools/designee** shall be designated by the Board to be responsible for the purchase and distribution of textbooks in each school. The principal shall be responsible for seeing that each student receives the required textbooks at no cost to the student.

CARE OF TEXTBOOKS⁴

Textbooks are property of the Board and shall be returned at the end of the school year, upon completion of the course or upon withdrawal from a course or school. Parents shall sign an agreement accepting responsibility for the textbooks received and used by their children.

The following reimbursement schedule shall be used as a guide for collecting fines for lost or destroyed books:

Age of Book

Amount Collected

1 - 2 years

100% of replacement cost

3 - 4 years

75% of replacement cost

5 or more years

50% of replacement cost

In cases where the book is damaged to the extent it is no longer useable, the amount collected shall conform to the reimbursement schedule for lost books.

If, after hearing the student's explanation and other investigation as necessary, the principal determines that there has been willful loss or damage of the textbook, they shall assess the appropriate fine and notify the parents/**guardians** in writing.

- 1 The principal may include with the notice a provision stating that failure to pay the fine imposed
2 within a reasonable time may result in the imposition of one or both of the following sanctions:⁵
- 3 1. Refusal to issue any additional textbooks until restitution is made; and
4
5 2. Withholding of all grade cards, diplomas, certificates of progress, or transcripts until restitution
6 is made.
- 7 The Superintendent of Schools/designee may waive the assessment of fines when in their judgment the
8 student is the victim of uncontrollable circumstances or not responsible for the damages.

Legal References

1. [TCA 49-6-2207](#); [TCA 49-2-203\(a\)\(3\)](#)
2. [TCA 49-6-2202](#)
3. [TCA 49-6-2207\(c\), \(e\), \(f\)](#); [TCA 49-6-2202](#);
[TRR/MS 0520-01-18-.02](#)
4. [TCA 49-3-310\(1\)\(B\)](#); [TRR/MS 0520-01-02-.16\(2\)](#)
5. [TCA 49-3-310\(1\)\(B\)\(i\),\(ii\)](#)

Cross Reference

Revenues 2.400
Surplus Property Sales 2.403
Reconsideration of Instructional Materials and Textbooks
4.403
Controversial Materials 4.801
Student Fees and Fines 6.709

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Selection of Instructional Materials (Other than Textbooks)	Descriptor Code: 4.402	Issued Date: 01/06/25
		Rescinds: 4.402	Issued: 01/09/23

The ~~Board of Education~~ **school system** will provide a wide range of instructional materials¹ representing all levels of difficulty, with diversity of appeal and incorporating different points of view. The Board will provide procedures for review and reconsideration of challenged instructional materials.

OBJECTIVES OF SELECTION

In order to assure that instructional materials are an integral part of the educational program, the following selection objectives are adopted:

1. To provide materials that will enrich and support the curriculum and individual needs of the students, taking into consideration their varied interests, abilities and learning styles;
2. To provide age-appropriate materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values and ethical standards;
3. To provide a background of information which will enable students to make informed judgments in their daily lives;
4. To provide materials on opposing sides of controversial issues so that the students may develop the practice of critical analysis;
5. To provide materials which realistically represent our diverse society and reflect the contributions made by groups and individuals to our heritage;
6. To place principles above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to ensure a comprehensive media collection appropriate for all students.

Cross References

Controversial Materials 4.801

Johnson City Board of Education

Monitoring:

Review: Annually, in
November

Descriptor Term:

Reconsideration of Instructional Materials and Textbooks

Descriptor Code:

4.403

Issued Date:

01/06/25

Rescinds:

4.403

Issued:

01/09/23

If a complaint is filed by a Johnson City School's parent/guardian, employee, or student regarding textbooks or instructional materials, this process is to be followed:¹

1. Inform the complainant of the selection procedures and make no commitment about the outcome;
2. Request the complainant to submit a Request for Alternative Instructional Materials form;
3. Inform the principal (and other appropriate personnel) of the complaint;
4. Keep challenged materials available during the reconsideration process. The materials shall be removed immediately if they:²
 - a. Were created to align exclusively with Common Core; or
 - b. Are marketed or otherwise identified as Common Core textbooks or instructional materials.
5. Upon receipt of the completed Citizen Request for Alternative Instructional Materials form, the principal shall notify the Superintendent of Schools/designee.
6. The principal shall request review of the challenged materials by an ad hoc materials review committee within fifteen (15) working days. The review committee is appointed by the principal and includes representatives from classroom teachers, one or more parents, and may include one or more students. The principal will inform the Superintendent of Schools of the review committee's progress.
7. The review committee shall take the following steps after receiving the challenged materials:
 - a. Read, view or listen to the material in its entirety;
 - b. Check general acceptance of the material by reading recognized and evaluative reviews;
 - c. Determine the extent to which the material supports the curriculum;
 - d. Complete the appropriate "Checklist for Reconsideration of Instructional Materials", judging the material for its strength and value; and
 - e. Present a recommendation to the principal for further action and to the Superintendent of Schools for purposes of information.

8. If the complainant desires further action after receiving the recommendation of the committee and the decision of the principal, an appeal may be made to the Board.

Legal References

1. [*Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 \(1982\); TCA 49-6-3803](#)
2. [Public Acts of 2024, Chapter No. 782; TCA 49-1-302\(a\)\(8\); TCA 49-1-314; TCA 49-6-2206](#)

Cross References

Instructional Standards 4.101
Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Use of Copyrighted Materials	Descriptor Code: 4.404	Issued Date: 04/07/25
		Rescinds:	Issued:

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

1. All employees shall adhere to the provisions of the United States Code regarding the copying and/or the use of copyrighted materials;¹
2. In the case of computer software, the ethical and practical problems caused by computer software piracy shall be taught in all computer courses;
3. The Superintendent of Schools/designee shall establish specific procedures regarding the copying, distribution, and use of copyrighted materials for instructional purposes;¹ and
4. The principal of each school shall establish practices which will enforce this policy at the 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 November	Descriptor Term: Use of the Internet	Descriptor Code: 4.406	Issued Date: 09/04/25
		Rescinds: 4.406	Issued: 01/06/25

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

Employees

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

The Superintendent of Schools shall develop and implement appropriate procedures to provide guidance for teacher use of the Internet. Procedures shall address the following:

1. Development of the Technology Responsible Use Agreement.
2. General rules and ethics of Internet access.
3. Guidelines regarding appropriate instruction and oversight of student Internet use.
4. A uniform signature block for use by all system employees
5. Prohibited and illegal activities, including but not limited to the following:¹
 - Sending or displaying offensive messages or pictures
 - Using obscene language
 - Harassing, insulting, bullying or attacking others
 - Damaging devices owned by the school system or network access
 - Hacking or attempting unauthorized access to any computer
 - Violation of copyright laws
 - Trespassing in another's folders, work or files
 - Intentional misuse of resources
 - Using another's password or other identifier (impersonation)
 - Use of the school system's network for commercial purposes
 - Revealing the personal address, phone number, or any personally identifiable information (PII) of another person
 - **Creating a false identity**

Students

The Superintendent of Schools shall develop and implement procedures for appropriate Internet use by students.

1 Procedures shall address the following:

2 1. General rules and ethics of Internet use.

3 2. Prohibited or illegal activities, including, but not limited to:¹

- 4 • Sending or displaying offensive messages or pictures
- 5 • Using obscene language
- 6 • Harassing, insulting, bullying or attacking others
- 7 • Damaging devices owned by the school system or network access
- 8 • Hacking or attempting unauthorized access
- 9 • Violation of copyright laws
- 10 • Trespassing in another's folders, work or files
- 11 • Intentional misuse of resources
- 12 • Using another's password or other identifier (impersonation)
- 13 • Use of the network for commercial purposes
- 14 • Buying or selling on the Internet
- 15 • Revealing the personal address, phone number, or any personally identifiable
- 16 information (PII) of another person
- 17 • **Creating a false identity**

18 **INTERNET SAFETY MEASURES²**

19 Internet safety measures shall be implemented that effectively address the following:

- 20 • Controlling access by students to inappropriate matter on the Internet and World Wide Web
- 21 • Educating students about appropriate online behavior, such as interacting with other
- 22 individuals on social networking websites and in chatrooms and cyberbullying awareness and
- 23 response
- 24 • Safety and security of students when they are using electronic mail, chat rooms, and other
- 25 forms of direct electronic communications
- 26 • Preventing unauthorized access, including "hacking" and other unlawful activities by students
- 27 on-line
- 28 • Unauthorized disclosure, use and dissemination of personal information regarding students
- 29 • Restricting students' access to materials harmful to them

30 The Superintendent of Schools/designee shall establish a process to ensure the-school system's
31 technological resources are not used for purposes prohibited by law or for accessing sexually explicit
32 materials. The process shall include, but not be limited to:

- 33 1. Utilizing technology that blocks or filters Internet access (for both students and adults) to
- 34 material that is obscene or pornographic;³
- 35
- 36 2. Prohibiting and preventing a user from sending, receiving, viewing, or downloading materials
- 37 that are deemed to be harmful to minors;⁴
- 38
- 39 3. Maintaining and securing a usage log; and

4. Monitoring online activities of students.²

The Board shall provide reasonable public notice of, and at least one (1) public hearing or meeting to address and communicate its Internet safety measures.²

A written parental consent shall be required prior to the student being granted access to electronic media involving the school system's technological resources. The required permission/agreement form, which shall specify responsible uses, rules of on-line behavior, access privileges and penalties for policy/procedural violations, must be signed by the parent/guardian of minor students (those under 18 years of age) and also by the student. This document shall be kept on file as a legal, binding document. In order to modify or rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Superintendent of Schools with a written request.

School officials shall apply the same criterion of educational suitability used to review other educational resources when questions arise concerning access to specific databases or other electronic media. Complaints alleging a violation of the Internet safety measures shall be submitted to the Superintendent/designee. All complaints shall be reviewed to determine how to appropriately respond.

E-MAIL

All school system employees shall use the email address assigned by the school system for all communication related to school system business and students. Because all computer hardware and software belong to the ~~Board~~ **school system**, all data including e-mail communications stored or transmitted on school system resources shall be monitored. Employees/students should have no expectation of privacy with regard to such data. Confidentiality of e-mail communication cannot be assured. E-mail correspondence may be a public record under the public records law and may be subject to public inspection.⁵ Emails will be archived for a period of twelve (12) months from the date sent/ received.

INTERNET SAFETY INSTRUCTION⁶

Students will be given appropriate ongoing instruction at least annually in Internet safety as a part of regular instruction utilizing computer resources. The Superintendent **of Schools**/designee shall provide adequate in-service instruction on Internet safety. Parent(s)/guardian(s) and students will be provided with material to raise awareness of the dangers posed by the Internet and ways in which the Internet may be used safely.

SOCIAL NETWORKING

1. Students are prohibited from accessing social media platforms using school system internet except when expressly authorized by a teacher for educational purposes.⁷
2. School system staff who have a presence on social networking websites are prohibited from posting data, documents, photographs or inappropriate information that is likely to create a

material and substantial disruption of classroom activity or which violates the privacy of other staff or students, or which violates FERPA.

3. School system staff are prohibited from accessing personal social networking sites on school system devices during school hours except for legitimate instructional purposes.

4. The Board discourages school system staff from socializing with students on social networking websites. The same relationship, exchange, interaction, information or behavior that would be unacceptable in a non-technological medium is unacceptable when done through the use of technology.

The Superintendent **of Schools/designee** will publish guidelines on appropriate social media use by employees.

VIOLATIONS

Violation of this policy or a procedure promulgated under its authority shall be handled in accordance with the existing disciplinary procedures of the Johnson City School System.

VENDOR CONTRACTS⁸

Prior to entering into any contract or using any website where student data is shared and content is marketed to **Pre**-kindergarten through grade twelve (**PreK**-12), the vendor of any digital or online resource created or marketed for **PreK**-12 must sign a Data Privacy Agreement (DPA) outlining appropriate safeguards of school system data and usage, and assurance of adherence to state and federal laws for Internet content and access by minors.

Legal References

1. [TCA 39-14-602](#)
2. [47 USCA § 254 \(h\)\(5\)\(A\) – \(C\), 254\(l\); 47 CFR § 54.520\(c\)\(1\)\(i\); 20 USCA § 7131; Public Acts of 2025, Chapter No. 195](#)
3. [TCA 49-1-221\(a\)\(1\)\(C\)\(i\)](#)
4. [TCA 39-17-901; TCA 49-1-221\(a\)\(1\)\(C\)\(ii\)](#)
5. [TCA 10-7-512](#)
6. [TCA 49-1-221\(a\)\(1\)\(E\)](#)
7. [Public Acts of 2025, Chapter No. 195](#)
8. [TCA 49-1-221\(c\)](#)

Cross References

Use of Email 1.805
 Use of Artificial Intelligence Programs 4.214
 School and System Websites 4.407
 Controversial Materials 4.801
 Student Publications 6.704

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Web Pages	Descriptor Code: 4.407	Issued Date: 06/04/24
		Rescinds: 4.407	Issued: 01/04/16

1 CONTENT STANDARDS

2 In order to take advantage of the opportunities the Internet provides, the Board of Education authorizes
3 the creation of school and/or ~~district~~ **school system** web pages on the Internet. Only those web pages
4 maintained in accordance with Board policy and established procedures shall be recognized as official
5 representations of the district or individual schools. All information posted on school web pages must
6 have the approval of the principal/designee. In addition, all information on a school or ~~district~~ **school**
7 **system** web page must accurately reflect the mission, goals, policies, program and activities of the
8 school and district. The web page must have a purpose which falls within at least one of three
9 categories:

- 10 1. Support of curriculum and instruction - intended to provide links to Internet resources for
11 students, parents, and staff in the district;
12
- 13 2. Public information - intended to communicate information about the schools and district to
14 students, staff, parents, community and the world at large; and
15
- 16 3. ~~District~~ **School system** technology support - intended to provide and respond to instructional
17 and administrative technology needs of students and staff.

18 All material on a school web site shall be either original to the school, in the public domain or posted
19 with the express permission of its rightful owner. This includes, but is not limited to, text, graphics,
20 pictures, video, sounds, music, characters, logos and trademarks. Web page publications shall follow
21 all applicable copyright laws and guidelines.

22 Web sites developed under contract for the school ~~district~~ **system** or within the scope of employment
23 by district employees are the property of the school ~~district~~ **system**.

24 PRIVACY STANDARDS

- 25 1. Because Internet publications are available to the entire world, special care shall be taken to
26 protect the privacy of students and staff. Web pages may not include personally identifying
27 information regarding a student¹ such as: telephone numbers, addresses, names of other family
28 members, names of friends, e-mail addresses, specific location of a student at any given time,
29 grades or any other academic information. No confidential information shall be published on or
30 linked to the web site.
31

2. Student work may be published on web pages only with written consent of the student's legal guardian or the eligible student before each incident of publication. The authoring student shall also sign a copyright consent form.
3. Links to student e-mail accounts are prohibited.
4. Pictures of students may be included only under the following conditions:
 - Individual student pictures may be published on the web site only with written consent of the student's legal guardian or eligible.
 - Pictures of groups of students involved in a school-related activity may be published without consent; however, the students shall only be identified by the group name.
 - Students shall not be individually identified in pictures unless there is a special reason for doing so, such as recognition for receiving an award. In such cases, the student's legal guardian or eligible student must give written consent.

ADVERTISING/SPONSORSHIPS

Any use of advertising or sponsorships that appears on a school web site must be approved by the school web administrator, the principal and the Superintendent of Schools/designee. Guidelines for approval shall be established by the Superintendent of Schools/designee and must be consistent with the Board's policies and guidelines used in other school and district publications.

ADMINISTRATIVE PROCEDURES

The Superintendent of Schools shall develop administrative procedures for development of web pages including content, quality, and consistency standards and shall designate an individual(s) to be responsible for maintaining the official district web page and monitoring all district web page activity. A principal shall make such designation for an individual school. Schools or departments that wish to publish a web page must provide a means to contact the webmaster.

CONCERNS/COMPLAINTS

As with any instructional materials or publication used by or representing ~~the a~~ school or ~~district the~~ school system, the principal or Superintendent of Schools, respectively, is ultimately responsible for accuracy and appropriateness of the information made available on the web site. Concern about the content of any page(s) created by students or staff should be directed to the principal or the Superintendent of Schools' office when related to the district web site. If the concern is not resolved, persons who wish to file a formal complaint shall submit a written request on a Citizen's Request for Alternative Instructional Materials Form.

Legal References

1. [20 USCA § 1232g \(a\)\(5\)\(A\)-\(B\); *Elementary & Secondary Education* \(20 USCA § 7908\) Sec. 9528](#)

Cross References

Reconsideration of Instructional Materials 4.403
Use of Copyrighted Materials 4.404
Employee-Developed Materials 4.405

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: School Volunteers	Descriptor Code: 4.501	Issued Date: 01/05/24
		Rescinds: 4.501	Issued: 12/07/20

The Board of Education endorses a volunteer program in the schools and authorizes principals to develop a volunteer program for each school.¹

All volunteers must be approved by the principal/designee and shall serve under the supervision and direction of the ~~professional~~ **designated** personnel of the school to which they are assigned. Volunteers shall assist professional personnel in the performance of their teaching and administrative responsibilities. They may not teach but may reinforce skills taught by the ~~professional~~ **certified** staff.

All volunteers must sign a Volunteer Agreement regarding confidentiality.

All volunteers must submit to a routine background check before beginning working with students in an unsupervised or one-on-one setting.²

The principal/designee shall identify appropriate tasks for volunteers and shall be responsible for planning and conducting orientation programs and regular in-service training sessions.

Volunteers shall serve without compensation but shall be insured by the Board against loss or damage in the performance of their duties.³

The principal shall ensure that appropriate recognition of volunteer services is made annually.

No volunteer shall perform the job duties of professional personnel on a regular basis.

STUDENT VOLUNTEERS

General

Students may be authorized to perform volunteer support services within the schools. These services shall be under the supervision of a teacher, administrator, or other school employee and may not interfere with the student's academic or extracurricular schedule.

SCOPE

Student volunteers shall assist ~~district~~ **school system** personnel. They may not perform the duties of ~~district~~ **school system** staff but may assist in limited capacities as deemed appropriate by the Superintendent.

SAFETY

1 Student volunteers are not authorized to be in possession of keys to school buildings and may not
2 perform unsupervised work. Student volunteers will follow all school ~~district~~system and individual
3 facility rules and regulations while volunteering. Students volunteering as part of a school club,
4 organization, or athletic team will follow all the rules and regulations of their club, organization, or
5 team.

6

Legal References

1. TCA 49-6-7001
2. TCA 49-5-413
3. TCA 29-20-310(e)

Cross References

Visitors to the School 1.501

Johnson City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Parent/Family Engagement	Descriptor Code: 4.502 Rescinds: 4.502	Issued Date: 01/06/25 Issued: 06/04/24
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GENERAL EXPECTATIONS FOR ALL SCHOOLS

The Board **of Education** is committed to increasing and ensuring the involvement of parents and other family members in the education of students.

The Board shall implement the following as required by federal and state legislation;¹

- The school system shall annually work with parents in evaluating and potentially revising the provisions of this policy in improving the quality of schools. Such an evaluation shall strive to identify any barriers to greater participation by parents (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).
- The school system shall provide the coordination, technical assistance, and other necessary support to assist individual schools with planning and implementing parental involvement activities.
- The school system shall involve parents with the development of required educational or improvement plans.
- The school system shall coordinate and integrate parental involvement strategies with those associated with other federal or state programs.
- The school system shall put into operation activities and procedures for the involvement of parents in all of its schools.² Those programs, activities and procedures will be planned and operated with meaningful consultation with parents.
- The school system shall ensure that activities and strategies are implemented to support this policy and included in the system's plan.
- The system improvement plan shall include strategies for parental participation in the system's schools which are designed to improve parent and teacher cooperation in such areas as homework, attendance, discipline and higher education opportunities for students.
- The system plan shall include procedures to enable parents to learn about the course of study of their children and have access to all learning materials.
- The system plan shall identify opportunities for parents to participate in and support classroom instruction in the school. Such opportunities include, but are not limited to, organizing fundraising activities, volunteering as a field trip chaperone, assisting in the library, computer lab, or on the playground, offering after-school clubs, and recycling clothes.
- If the school system's plan is not satisfactory to parents, the school system shall submit parental comments regarding the plan to the State Department of Education as required.
- The school system shall ensure Title I schools are in compliance with ~~the Every Student Succeeds Act~~ **federal requirements**.

The Superintendent **of Schools/designee** shall develop and implement any procedures necessary to accomplish the goals of this policy.

SCHOOL LEVEL POLICY

Each school shall submit to the Superintendent of Schools/designee, for review and comment, its Title I school parent involvement policy, which must meet state and federal requirements, including a school-parent compact. This school level policy shall be developed jointly with and distributed to parents of participating students. A copy of these documents shall be retained at the school system's central office and made available on the school's (if applicable) and school system's website.

SUPPORT FOR PROGRAM

~~If the Title I allocation is \$500,000 or more to the school system, then not less than one per cent (1%) nor more than five percent (5%) of that allocation shall be reserved for the purpose of promoting parent involvement. Parents of students participating in the Title I programs shall be consulted on the use of these funds.~~

FAMILY-SCHOOL PARTNERSHIPS¹

Families and community members should be engaged in the education of students based on the following standards:

- Families are welcomed into the school community;
- Families and school staff should engage in regular and meaningful communication about student learning;
- Families and school staff work together to support student learning and development;
- Families are informed and encouraged to be advocates for students;
- Families are full partners in the decisions that affect children and families; and
- Community, civic, and business resources are made available to strengthen school programs, family practices, and student learning.

Legal References

1. [Every Student Succeeds Act, Pub.L. 114-95, Dec. 10, 2015, 129 Stat. 1802](#); [State Board of Education Policy 4.207](#); [TCA 49-2-305](#); [20 USCA § 6318](#)
2. [TCA 49-6-7001](#)

Cross References

English Learners 4.207
Homeless Students 6.503

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Grading System	Descriptor Code: 4.600	Issued Date: 08/05/24
		Rescinds: 4.600	Issued: 09/06/22

The Superintendent of Schools shall develop an administrative procedure to establish a system of grading and assessment for evaluating and recording student progress and to measure student performance in conjunction with board-adopted content standards for grades K-8. The grading/assessment system shall follow all applicable statutes and rules and regulations of the State Board of Education. The grading/assessment system shall be uniform system-wide at comparable grade levels, except that the Superintendent of Schools shall have the authority to establish and operate ungraded and/or unstructured classes in grades K-3 according to state rules and regulations.¹

The Superintendent of Schools shall submit a copy of the grading, reporting and assessment systems to the Board before the system is implemented. These guidelines shall be communicated annually to students and parents/guardians.

GRADING SYSTEM: GRADES THREE - EIGHT (3-8)¹

Subject-area grades for grades 3-8, excluding classes for high school credit, shall be expressed by the following letters with their corresponding percentage range:

- A (90-100)
- B (80-89)
- C (70-79)
- D (60-69)
- F (50-59)

This grading system shall be uniform throughout the school system for each grade. No grade lower than a 50 will be recorded for any 9-week term or semester.

GRADING SYSTEM: CLASSES FOR HIGH SCHOOL CREDIT²

Classes for high school credit shall use the uniform grading system established by the State Board of Education. Using the uniform grading system, students' grades shall be reported for the purposes of application for post-secondary financial assistance administered by the Tennessee Student Assistance Corporation.

Subject-area grades for grades 9–12 shall be expressed by the following letters with their corresponding percentage range:

- A (90-100)
- B (80-89)
- C (70-79)

- D (60-69)
- F (0-59)

Advanced coursework grades will be calculated with additional percentage points to calculate the semester average. Depending on the course taken, the following percentage points will be assigned:

- Honors Courses – three (3) percentage points;
- Local and Statewide Dual Credit, Capstone Industry Certification Aligned, and Dual Enrollment Courses – four (4) percentage points; and
- Advanced Placement, Cambridge International, and College Level Exam Program (CLEP)– five (5) percentage points.

WEIGHTING FOR HONORS, NATIONAL INDUSTRY CERTIFICATION, ADVANCED PLACEMENT, STATEWIDE DUAL CREDIT AND DUAL ENROLLMENT COURSES

The uniform grading system will be used for student application for postsecondary assistance administered by the Tennessee Student Assistance Corporation. For other purposes a grading system based on quality points to calculate overall Grade Point Averages will be used. ~~Beginning with the 2019-2020 school year:~~

- Add .5 point to the numerical quality point value corresponding to the final letter grade received in an honors course;
- Add .75 point to the numerical quality point value corresponding to the final letter grade received in a local or statewide dual credit, or capstone industry certification course ; and
- Add 1 point to the numerical quality point value corresponding to the final letter grade received in an AP, Cambridge International, or dual enrollment.

Conduct grades are based on behavior and shall not be deducted from scholastic grades.

Attendance records will be used in determining the awarding of grades or the passing of a course or promotion or retention.

Plus and minus evaluations are not to be added to letter grades. A grade report may not be changed once grades have been finalized. If an erroneous grade has been recorded, correction must be made on a new report.

Grades given at the end of each nine (9) weeks period will be determined from daily work, homework, written assignments and tests. The teacher will weigh the value of grades given for various assignments and tests within the applicable period in computing the grade. This procedure will enable the teacher to allow for individual student differences in the grading process. Any assignments and tests required of a student must be considered in the computation of his grade.

LOTTERY SCHOLARSHIPS³

Each school counselor shall provide incoming freshmen with information on college core courses required for lottery scholarships as well as necessary criteria (grade point average, ACT and SAT score, etc.) that must be met in order to receive a scholarship.

Seniors may apply for the Tennessee HOPE Scholarship by completing the Free Application for Federal Student Aid (FAFSA). The FAFSA is available at the guidance office or on-line at www.fafsa.ed.gov. The priority date for FAFSA completion is May 1. Students shall be made aware of all applicable FAFSA deadlines and encouraged to submit applications in a timely manner.

Elementary and middle school counselors should explain the HOPE Scholarship and its requirements to their students and impress upon them the benefits of making good grades.

TENNESSEE PROMISE

~~Each~~ **High** school counselors will provide students with information on the Tennessee Promise scholarship and mentoring program, including eligibility standards and application information.

LOTTERY SCHOLARSHIP DAY

Each school year, prior to scheduling courses for the following school year, schools teaching students in grades 8-11 shall conduct a lottery scholarship day for students and their parents.⁴

HONORS RECOGNITION

The weighted GPA will be calculated on all course work using the school system's internal weighted GPA. GPA will also be calculated using the Tennessee Uniform Grading Scale for Lottery/Hope Scholarship purposes. Both the Johnson City School's weighted GPA and the Tennessee Uniform GPA will appear on the transcript. The Tennessee Uniform Grading Scale GPA (unweighted) will be utilized to determine recongnition at the Board of Education's ceremony honoring graduates each spring.

For the purposes of local graduation honors recognition, the school system will use the following Latin System based on the weighted GPA:

Summa Cum Laude 4.25 and above

Magna Cum Laude 4.00-4.24

Cum Laude 3.75-3.99

Legal References

1. [TRR/MS 0520-01-03-.02; State Board of Education Policy 3.301; TCA 49-6-407](#)
2. [TCA 49-2-203\(b\)\(16\); TCA 49-2-301\(b\)\(1\)\(H\)](#)
3. [TCA 49-4-904, 905, 907](#)
4. [TCA 49-4-932\(f\)](#)

Cross References

Alternative Credit Options 4.209
 Credit Recovery 4.210
 Reporting Student Progress 4.601
 Honor Roll, Awards, & Class Ranking 4.602
 Promotion and Retention 4.603
 Transcript Alterations 4.608

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Reporting Student Progress	Descriptor Code: 4.601	Issued Date: 09/04/2025
		Rescinds: 4.601	Issued: 01/03/22

Student progress reports shall be provided at least once every nine (9) weeks during the school year with a midterm progress report each 4 1/2 weeks for grades K-8. The reporting procedure shall be uniform for all reporting periods during each school year. Each report shall be signed or otherwise acknowledged by the parent(s)/guardian(s). In grades six (6) through twelve (12), reports may be made in electronic format and acknowledgment is not required provided the dates and methods of reporting pupil progress are published. Ample opportunity will be provided for parent(s)/guardian(s) to notify the school of concerns. The administration shall establish rules and regulations which will keep parent(s)/guardian(s) of students with academic deficiencies advised.

Student progress reports may indicate the students' conduct, attendance and academic progress and other information necessary to communicate effectively with the parent(s)/guardian(s). For students in grades kindergarten through eight (K-8), the student's score on the most recently administered universal reading screener shall also be included along with the results of a dyslexia screener, if applicable.²

In addition to the regular progress reports, principals and teachers are encouraged to confer with parents/guardians on the educational progress of their children. Teachers are expected to consult with parents/guardians of students who are working at an unsatisfactory level or whose performance shows a marked or sudden deterioration. Parents/guardians shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

~~SURROGATE PARENTS~~

~~For students with disabilities, IDEA requires the Board to maintain a list of surrogate parents who meet the following requirements:~~

- ~~1. They have no interest or conflicts of interest involving the child;~~
- ~~2. They have adequate knowledge to insure adequate representation for the child; and~~
- ~~3. They are not public employees who provide direct services to the child.~~

~~The Board will be prepared to defend the qualifications of the persons selected.~~

~~Surrogate parents will be appointed for students when:~~

- ~~1. The school system cannot identify a parent of the child;~~
- ~~2. The guardian parent of the child is an agency of the State of Tennessee; or~~
- ~~3. The child is institutionalized or parentless and is assigned a guardian who is an employee of the State.~~

PARENT CONFERENCES

- 1 At least two (2) times during the school year, conferences shall be scheduled in which
2 parent(s)/guardian(s) and teachers may discuss any pertinent problems or other matters of concern
3 regarding the development and education of each student. These scheduled conferences shall not use
4 any portion of the 180 days of classroom instruction.² The Superintendent of Schools shall be
5 responsible for scheduling and coordinating systemwide conferences. Teachers will be available for
6 conferences, by appointment, at other times. Conferences may also be held during a teacher's
7 designated planning time. Because of the excessive demands made on the teacher's time,
8 parent(s)/guardian(s) are asked to schedule conferences in advance. Teachers will be expected to
9 schedule conference in advance with parent(s)/guardian(s) except in cases of emergency.
- 10 Conferences shall be physically accessible to all students and parent(s)/guardian(s).⁴

Legal References

1. [TRR/MS 0520-01-03-.03\(5\); TCA 49-6-901](#)
2. [Public Acts of 2025, Chapter No. 330](#)
3. [TCA 49-6-7002](#)
4. [28 CFR § 36.201](#)

Cross References

School Calendar 1.800
Grievance Procedures for Qualified Individuals with
Disabilities 1.802
Grading System 4.600
Promotion and Retention 4.603
In-Service and Professional Learning Opportunities 5.113
Staff Time Schedules 5.602
Attendance 6.200
Withdrawals 6.207

Johnson City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Promotion and Retention	Descriptor Code: 4.603	Issued Date: 04/07/25
		Rescinds: 4.603	Issued: 01/06/25

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

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

1. Ability to perform at the current grade level;
2. Results of local assessments, screening, or monitoring tools;
3. State assessments, as applicable;
4. Home Literacy Reports;³
5. Overall academic achievement of the student;
6. Likelihood of success with more difficult material if promoted to the next grade;
7. Attendance record; and
8. The student's maturity.

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

1. Date of enrollment;
2. Additional information acquired after results of local assessment, screening, or monitoring are released; or

VOLUNTARY RETENTION

A parent/guardian of a student enrolled in kindergarten through second grade may choose to retain his/her **their** 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 year. The
6 district shall send written notice to the parent/guardian confirming whether the student is eligible for
7 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.

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

1. Adjustment to the current instructional strategies or materials;
2. Additional instructional time;
3. Individual tutoring;
4. Modification to the student's classroom assignment to ensure the student receives instruction from a teacher with a level of overall effectiveness of above expectations (level 4) or significantly above expectations (level 5); or
5. Attendance or truancy interventions.

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

Decision of Retention – Third Grade¹⁰

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

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

1. A student in third grade receiving a performance level rating of "approaching" 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;
 - d. The student attends a learning loss bridge camp before the next school year, maintains a ninety percent (90%) attendance rate, and demonstrates adequate growth on the post-test at the end of the camp; or
 - e. The student receives tutoring for the entirety of the next school year in accordance with state law.
 - f. The student demonstrates proficiency in ELA standards by scoring at or above the fiftieth (50th) percentile on the most recently administered state-provided benchmark assessment and the district provides tutoring services to the student during the entire fourth grade school year and notifies the student's parent/guardian, in writing, of the benefits of enrolling the student in summer programming.
 - g. Parent/guardian or authorized school personnel appeals retention decision, documenting 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.

Decision of Retention – Students with Disabilities¹¹

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

APPEALS^{8,12}

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

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

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

For students where retention is required per the additional requirements for students in third and fourth grade, parent(s)/guardian(s) may appeal this decision directly to the Department of Education in accordance with state law.¹³

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. [TCA 49-6-314; TRR/MS 0520-01-03-.16\(6\)](#)
6. [TRR/MS 0520-01-03-.16\(6\)](#)
7. [TRR/MS 0520-01-03-.16\(6\)\(f\)](#)
8. [TRR/MS 0520-01-03-.16\(6\)\(e\)](#)

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

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\(7\)\(e\); TCA 49-6-3115\(a\)\(3\)](#)
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\(7\)\(f\)](#)

Johnson City Board of Education

Monitoring: Review: Annually, in December	Descriptor Term: Accelerated and Advanced Credit	Descriptor Code: 4.604	Issued Date: 01/06/25
		Rescinds: 4.604	Issued: 06/04/24

1 ~~ELEMENTARY~~/MIDDLE SCHOOLS STUDENTS¹

2 Students may be allowed to take advanced levels of selected courses to count as prerequisites to higher
3 level courses offered in grades 9-12. ~~No credit earned in elementary school may be used toward high~~
4 ~~school graduation.~~ Credits earned in middle school may be used as elective high school credits.

5 HIGH SCHOOLS STUDENTS

6 All high school students shall be eligible to enroll in Advanced, Honors, and/or Advanced Placement
7 (AP) classes in accordance with the recommendations and requirements set forth in the Program of
8 Studies.

9 DUAL ENROLLMENT/DUAL CREDIT

10 Students in grades ~~4-9~~ 9-12 may be allowed to participate in a dual enrollment program with local
11 colleges/universities/technical schools according to guidelines established by the Superintendent of
12 Schools.

13 EARLY GRADUATION

14 No student shall be allowed to graduate with a ~~Science Hill~~ **Johnson City School's** diploma more than
15 one session early without the approval of the principal and the Superintendent of Schools.

Legal References

[TCA 49-6-1202; State Board of Education Policy 2.102](#)

Cross References

Accelerated College Admission 4.203
Enrollment in College Level Courses 4.205
Alternative Credit Options 4.209

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Graduation Requirements	Descriptor Code: 4.605	Issued Date: 06/04/24
		Rescinds: 4.605	Issued: 01/03/22

To meet the requirements for graduation, a student shall have attained an approved attendance, conduct and subject matter record which covers a planned program of education, and this record shall be kept on file in the high school.

The program of studies shall include areas and content in these areas within State Board of Education Regulations and shall be flexible enough to facilitate progress from one stage of development to another, thus providing for more effective student achievement.

The pattern of courses which shall be required of all students in grades nine (9) through twelve (12) shall be in accordance with the Rules and Regulations of the State Board of Education and the Board of Education.

Except in the instance identified in policy 4.203, a student must attend high school during the school year in which ~~he~~ **they** intends to graduate. Exceptions to this may be approved by the principal or Superintendent **of Schools** subject to an effective program being planned in advance with parent concurrence.

~~Before graduation~~ **To obtain a traditional high school diploma**, every student shall:¹

1. Achieve the specified units of credit;
2. Take the required end-of-course exams;
3. Have satisfactory records of attendance and conduct;
4. Take either the SAT or the ACT;²
5. Pass a United States Civics test;³ and
6. Complete the required community service.

~~SPECIAL EDUCATION STUDENTS~~⁴

~~A regular high school diploma will be awarded to students who:~~

- ~~1. Earn the specified 22 units of credit;~~
- ~~2. Have satisfactory records of attendance and conduct.~~

Special Education Diploma

A special education diploma shall be awarded to students who have not met the requirements for a regular high school diploma⁵ but have:

1. Completed four (4) years of high school;
2. Satisfactorily completed an individualized education program; and
3. Satisfactory records of attendance and conduct.

Occupational Diploma

Special education students who do not meet the requirements for a regular high school diploma may be awarded an occupational diploma if the student has:^{1,4}

1. Completed at least four (4) years of high school;
2. Made satisfactory progress on their IEP;
3. Maintained satisfactory records of attendance and conduct;
4. Completed the occupational diploma Skills, Knowledge, and Experience Mastery Assessment (SKEMA); and
5. Has two (2) years of paid or non-paid work experience.

The decision to attain an occupational diploma shall be made at the conclusion of the student's 10th grade year or two (2) academic years prior to the expected graduation date.

Alternate Academic Diploma

Special education students who do not meet the requirements for a regular high school diploma may be awarded an alternate academic diploma if the student has:⁴

1. Completed at least four (4) years of high school;
2. Participated in the high school alternate assessments;
3. Earned the prescribed twenty-two (22) credit minimum;
4. Made satisfactory progress on their IEP;
5. Maintained satisfactory records of attendance and conduct; and
6. Completed a transition assessment that measures postsecondary education and training, employment, independent living, and community involvement.

CREDIT REQUIREMENTS

Students must earn a minimum of twenty-eight (28) credits for graduation with a Johnson City School's Diploma. Students earning only the state required twenty two (22) credits will receive a Tennessee State Diploma. Hardship or gifted cases may be appealed by the student to the Superintendent of Schools with further appeal to the Board.⁶

MOVE ON WHEN READY⁷

High school students shall be permitted to complete an early graduation program. Students intending to graduate early shall inform the school principal of this intent prior to the beginning of 9th grade or as soon thereafter as the intent is known.

In order to graduate early, students shall meet the following requirements:

1. Earn the required seventeen (17) credits;
2. Achieve a benchmark score for each required end-of-course exam;
3. Attain a cumulative GPA of at least 3.2 on a 4.0 scale;
4. Meet the minimum ACT or SAT benchmark score;
5. Obtain a qualifying benchmark score on a world language proficiency assessment; and
6. Complete at least two (2) types of the following courses:
 - a. AP;
 - b. Dual enrollment; or
 - c. Dual credit.

The Superintendent of Schools/designee shall develop administrative procedures to ensure that the early graduation program is conducted in accordance with state law.

COMMUNITY SERVICE REQUIREMENT

Students who graduate from Johnson City Schools with a traditional high school diploma must have completed forty (40) hours of community service as a high school student prior to graduation unless modified by the Board. Community service hours will be prorated at ten (10) hours per year for students who do not attend a full four years in Johnson City Schools. The community service hours must be completed outside the regular school day. As hours are completed, students must submit a signed verification form to their counselor so that hours can be logged. A verification form is available at the main high school office, ~~and~~ the **high school** counseling offices, and online.

The choice of organizations used to acquire hours is the responsibility of the student/parent. If a student needs assistance in locating volunteer opportunities, a list of possible organizations is available at each school office.

- 1 The Johnson City School System is not liable for students during community service activities. It is
- 2 the responsibility of the student/parent to select opportunities that will be most beneficial to the
- 3 individual student and the community.

Legal References

1. [TCA 49-6-6001](#); [State Board of Education Policy 2.103](#);
[TRR/MS 0520-01-03-.06](#)
2. [TCA 49-6-6001\(b\)](#); [State Board of Education Policy 2.103](#)
3. [TCA 49-6-408](#); [State Board of Education Policy 2.103](#)
4. [TRR/MS 0520-01-03-.06](#); [State Board of Education Policy 2.103](#)
5. [TCA 49-6-6005](#); [State Board of Education Policy 2.103](#)
6. [TRR/MS 0520-01-03-.06\(18\)](#)
7. [TCA 49-6-8103](#); [State Board of Education Policy 2.103](#)

Cross References

Class Size Ratios 4.201
Alternative Credit Options 4.209
Honor Roll, Awards, & Class Ranking 4.602

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Graduation Activities	Descriptor Code: 4.606	Issued Date: 06/04/24
		Rescinds: 4.606	Issued: 01/03/22

High school graduation day will be the first Saturday following the last scheduled day of school **for seniors beginning with the class of 2027** unless otherwise approved by the Board of Education.

Students who have met all graduation requirements on the day of graduation may participate in graduation activities.

Students are expected to participate in all graduation activities. Graduation apparel shall be determined by the administration and shall be the personal expense of each student. Any fees required for graduation ceremonies shall be waived for students who are eligible to receive free or reduced price lunches, and in such cases, the school shall assume responsibility for payment of fees.²

Graduation ceremonies shall be handicap accessible to all students, their parents and/or guardians, and other interested citizens.³

Students who do not wish to participate in graduation activities shall notify the school principal in writing at least five (5) days prior to the day of graduation. Non-participating students shall receive their diplomas or certificates from the principal's office within one (1) week after the day of graduation.

There shall be no sponsorship of a baccalaureate service or other activity which is religious in nature by the Board or its employees, and no school funds, including paid staff time, will be used for such activities. The ceremony and all activities shall not be religious in nature. The content of any students' speeches will not reflect the endorsement, sponsorship, position or expression of the school, employees, or the Board.⁴

Students graduating with distinction and state honors will be recognized at graduation.⁵ Additionally, ~~principals shall ensure that~~ high school students who voluntarily complete at least ten (10) hours of community service each semester ~~are~~ **shall be** recognized during the graduation ceremony.

Legal References

1. [TCA 49-6-405\(b\)\(2\)](#)
2. [TCA 49-2-114](#)
3. [28 CFR § 36.201](#)
4. [*Lee v. Weisman*, 505 U.S. 577\(1992\), 112 S. Ct. 2649, 120 L. Ed. 2d 467 \(1992\)](#)
5. [State Board of Education Policy 2.103; TCA 49-6-6010](#)

Cross References

Grievance Procedures for Qualified Individuals with
Disabilities 1.802
Student Fees and Fines 6.709

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Waivers of Statute, Rules and Regulations	Descriptor Code: 4.607	Issued Date: 12/01/08
		Rescinds:	Issued:

1 If the Board determines that it is in the best interest of the school ~~district~~ system, an application may
2 be made to the ~~e~~Commissioner of ~~e~~Education for a waiver of any state board rule or regulation that
3 inhibits or hinders the Board's ability to implement programs designed to improve student
4 achievement.¹ However, the Board will not seek a waiver from those rules and regulations that are
5 specifically excluded by state law.

6 Further, the Board may request from the Commissioner of Education a waiver of state law, rule or
7 regulation from maximum class sizes in the event a natural disaster has caused displaced students to
8 become enrolled in the school ~~district~~ system.²

Legal References

1. TCA 49-1-201(d)(1)
2. TCA 49-1-104(f)

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Testing Programs	Descriptor Code: 4.700	Issued Date: 01/06/25
		Rescinds: 4.700	Issued: 12/09/19

The ~~Board of Education~~ **Johnson City Schools** shall provide for a systemwide testing program which shall be periodically reviewed and evaluated.

The purposes of the program shall be to:

1. Assist in promoting accountability;
2. Determine the progress of students;
3. Assess the effectiveness of the instructional program and student learning;
4. Aid in counseling and guiding students in planning future education and other endeavors;
5. Analyze the improvements needed in a given instructional area;
6. Assist in the screening of students with learning difficulties;¹
7. Assist in placing students in remedial programs;
8. Provide information for college entrance and placement; and
9. Assist in educational research by providing data.²

The Superintendent of Schools/**designee** shall be responsible for planning and implementing the program, which includes:

1. Determining specific purposes for each test;
2. Selecting the appropriate test to be given;
3. Establishing procedures for administering the tests;
4. Making provision for interpreting and disseminating the results;
5. Maintaining testing information in a consistent and confidential manner; and
6. Ensuring that results are obtained as quickly as possible, especially when placement in a special learning program might be necessary.

1 State-mandated student testing programs shall be undertaken in accordance with procedures published
2 by the State Department of Education.³

3 **WEIGHTING TCAP SCORES**

4 TCAP⁴ and EOC⁵ scores will be included in students' final grades as 15% of the student's final
5 average. The system uses the state approved cube root methodology to determine scores.

6 The Superintendent of Schools may exclude these scores from students' final grades if results are not
7 received by the district at least five (5) instructional days before the end of the course.^{4,5}

8 **INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶**

9 Interest inventories shall be made available to middle school students. These will include assessments
10 such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career
11 Finder.

12 Career aptitude assessments shall be administered to 8th graders in order to inform the student's high
13 school plan of study.

14 **TESTING INFORMATION AND PARENTAL CONSENT**

15 Any test directly concerned with measuring student ability or achievement through individual or group
16 psychological or socio-metric tests shall not be administered by or with the knowledge of any
17 employee of the system without first obtaining written consent of the parent(s)/guardian(s).²

18 Results of all group tests shall be recorded on the students' permanent records and shall be made
19 available to appropriate personnel in accordance with established procedures.⁷

20 No later than July 31st of each year, the ~~board~~ school system shall publish on its website information
21 related to state and ~~board~~ school system mandated tests that will be administered during the school
22 year. The information shall include:⁸

- 23 1. The name of the test;
- 24
- 25 2. The purpose and use of the test;
- 26
- 27 3. The grade or class in which the test will be administered;
- 28
- 29 4. The tentative date or dates that the test will be administered;
- 30
- 31 5. The time and manner in which parents and students will be notified of the results of the test;
- 32
- 33 6. How parents can access the questions and answers on their student's state-required tests; and
- 34
- 35 7. If a ~~board~~ school system mandated test, how the test complements and enhances student
- 36 instruction and learning and how it serves a purpose distinct from state-required tests.

- 1 Testing information shall also be placed in student handbooks or other school publications that are
- 2 provided to parents on an annual basis.

Legal References

1. [TCA 49-10-108](#)
2. [20 USCA § 1232g](#)
3. [TRR/MS 0520-01-03-.03\(10\)](#)
4. [TCA 49-1-617](#); [State Board of Education Policy 2.102](#)
5. [TRR/MS 0520-01-03-.03\(10\)](#); [State Board of Education Policy 2.103](#); [TCA 49-1-617](#)
6. [TCA 49-6-412](#)
7. [TCA 10-7-504\(a\)\(4\)\(A\)](#)
8. [TCA 49-6-6007](#); [State Board of Education Policy 2.102](#); [State Board of Education Policy 2.103](#)

Cross References

Student Surveys, Analyses, and Evaluations 6.4001

Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Maintaining Test Security	Descriptor Code: 4.701	Issued Date: 01/05/15
		Rescinds: 4.701	Issued: 01/07/13

1 A system testing coordinator shall be responsible for administering, monitoring and maintaining
2 security of all standardized tests to be administered within the school system. The principal/designee
3 of each school shall serve as, ~~or designate a school system employee to serve as,~~ the building testing
4 coordinator who shall be responsible for the administering, monitoring and maintaining security of all
5 tests given in his school.

6 Testing coordinators, test administrators and proctors shall be required to sign a statement that the
7 security measures and testing procedures were followed.¹

8 The Superintendent of Schools/designee shall report within 24 hours a breach of security to the State
9 Department of Education Office of Accountability and any testing irregularity to the Division of State
10 Testing. In any class, grade, and/or school where a security breach is suspected or verified, central
11 office staff will be present during subsequent administration of tests for a period of two years.

12 Any person found to have willfully violated test security guidelines shall be placed on immediate
13 suspension and such actions will be grounds for dismissal. Such action shall also be grounds for
14 revocation of state license.¹

Legal References

1. TCA 49-1-607

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Evaluations of Instructional Program	Descriptor Code: 4.702	Issued Date: 01/04/16
		Rescinds: 4.702	Issued: 12/01/08

- 1 A variety of assessment resources including state mandated comprehensive test results should be
2 utilized in the evaluation of the curriculum. It shall be the responsibility of the Superintendent of
3 Schools/designee to report annually to the Board of Education on the progress the schools are making
4 toward the attainment of its educational goals.
- 5 In order to facilitate instructional improvement, all major programs and curriculum changes will be
6 evaluated. The evaluation timelines will be established when the major programs and curriculum
7 changes are approved by the Board.

Cross References

School District Goals & Objectives 1.700
Curriculum Development 4.200
Evaluation 5.109

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Controversial Materials	Descriptor Code: 4.801	Issued Date: 06/04/24
		Rescinds: 4.801	Issued: 01/03/22

1 Parent(s)/**Guardian(s)** may request that a student not be required to read a book, use certain materials,
2 or participate in an activity. If the request to the teacher is denied then a written request may be
3 submitted on the appropriate form to the principal and the procedure outlined in Board of Education
4 policy 4.403- Reconsideration of Instructional Materials and Textbooks should be followed.

5
6 No student who is granted such a request shall be penalized academically for their failure to participate
7 in an activity, read a book or use certain materials.

8
9 The final decision concerning the use of all materials and textbooks shall rest with the Board.

Cross References

Instructional Standards 4.101
Textbooks and Instructional Materials 4.400
Reconsideration of Instructional Materials and Textbooks
4.403
Use of the Internet 4.406
School and System Websites 4.407
Controversial Issues 4.800

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Student Equal Access (Limited Public Forum)	Descriptor Code: 4.802	Issued Date: 06/04/24
		Rescinds: 4.802	Issued: 01/04/18

1 STUDENT MEETINGS

2 Schools may allow students to form clubs or groups that meet before, during, and/or after the school
3 day. Requests to form such clubs or groups shall not be denied based upon the religious nature or
4 beliefs of proposed club or group. If permitted, school administrators shall ensure that all clubs and
5 groups have the same abilities to access facilities and advertise their meetings.¹

6 No funds shall be expended by the school for any such meeting beyond the incidental costs associated
7 with providing meeting space. Groups meeting under this policy may be required to pay a reasonable
8 fee for compensating school personnel in the supervision of the activity.

9 No student may be compelled to attend or participate in a meeting under this policy.

10

11 A student or a group of students who wish to conduct a meeting under this policy must file an
12 application with the principal at least three days prior to the proposed date.

13 The principal shall approve the meeting if they determine that:¹

14

1. The meeting is voluntary and student-initiated;

15

16 2. There is no sponsorship of the meeting or its content by the school, the ~~board~~ **Board of**
17 **Education**, or its employees;

18

19 3. The meeting will not materially and substantially interfere with the orderly conduct of the
20 school's educational activities or conflict with other previously scheduled meetings;

21

22 4. Employees of the ~~district~~ **school system** are to be present in a non-participatory monitoring
23 capacity; however, no employee shall be required to attend in this capacity if the content of the
24 meeting is contrary to the beliefs of the employee; and

25

26 5. Non-school persons will not direct, control or regularly attend.

27 Subject to the act's provisions, a student shall be permitted to voluntarily:²

28 1. Pray in a public school, vocally or silently, alone or with other students to the same extent and
29 under the same circumstances as a student is permitted to vocally or silently reflect, meditate,
30 or speak on non-religious matters alone or with other students in such public school;

31

2. Express religious viewpoints in a public school to the same extent and under the same circumstances as a student is permitted to express viewpoints on non-religious topics or subjects in such school;
3. Speak to and attempt to share religious viewpoints with other students in a public school to the same extent and under the same circumstances as a student is permitted to speak to and attempt to share non-religious viewpoints with other students; and
4. Possess or distribute religious literature in a public school, subject to reasonable time, place, and manner restrictions to the same extent and under the same circumstances as a student is permitted to possess or distribute literature on non-religious topics or subjects in such school.

SCHOOL SPONSORED EVENTS³

If the board or a school principal authorizes an event at which a student is to speak, a limited public forum shall be established for such student speakers. The appropriate administrators shall ensure that:

1. The forum is provided in a manner that does not discriminate against a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject;
2. There is an appropriate method of selecting student speakers which is based on neutral criteria;
3. Student speakers do not engage in speech that is obscene, vulgar, offensively lewd, indecent or promotes illegal drug use.

To the extent possible and practical, prior to events in which students will speak, notice shall be provided orally and/or in writing that the student's speech does not reflect the endorsement, sponsorship, position, or expression of the board and its employees.

Notice of this policy shall be provided in student handbooks and staff handbooks.

Legal References

1. [20 USCA § 4071](#); [Bd. Of Educ. v. Mergens ex rel. Mergens](#), 496 U.S. 226 (1990); [TCA 49-6-1805](#)
2. [TCA 49-6-2904\(b\)](#)
3. [TCA 49-6-1803](#)

Cross References

Recognition of Religious Beliefs 4.803
Prayer and Period of Silence 4.805

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Recognition of Religious Beliefs, Customs, & Holidays	Descriptor Code: 4.803	Issued Date: 12/07/09
		Rescinds: 4.803	Issued: 12/01/08

No religious belief or nonbelief shall be promoted by the school system or its employees, and none shall be belittled. All students and staff members shall be tolerant of each other's views. The school system shall seek to foster understanding and mutual respect among students and parents, whether it involves race, culture, economic background or religious beliefs.¹ In that spirit of tolerance, students and staff members shall be excused from participating in practices which are contrary to their religious beliefs.

RELIGIOUS HOLIDAYS

Observance of religious holidays² shall be as follows:

1. The several holidays throughout the year which have both a religious and a secular basis may be observed in the public schools;³
2. The historical and contemporary values and the origin of religious holidays may be explained in an unbiased and objective manner without sectarian indoctrination;
3. Music, art, literature and drama having religious themes or basis are permitted as part of the curriculum for school-sponsored activities and programs if presented in a prudent and objective manner and as a traditional part of the cultural and religious heritage of the particular holiday;
4. The use of religious symbols that are part of a holiday are permitted as a teaching aid or resource, provided such symbols are displayed as an example of the cultural and religious heritage of the holiday and are temporary in nature; and
5. The school district system's calendar shall be prepared so as to minimize conflicts with religious holidays.

Legal References

1. TCA 49-6-2901 through 2906
2. *Florey v. Sioux Falls Sch. Dist.*, 619 F. 2d 1311 (8th Cir. 1980)
3. TCA 49-6-3016

Cross References

Staff Community Relations 5.606
Attendance 6.200

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Religious Content of Courses	Descriptor Code: 4.804	Issued Date: 04/06/17
		Rescinds: 4.804	Issued: 12/04/09

It is essential that the teaching about religion and not of a religion shall be conducted in a factual, objective and respectful manner in accordance with the following guidelines:

1. Music, art, literature, or drama with a religious theme or basis is permitted as part of the curriculum for school-sponsored activities and programs provided it is integral to the learning experience in the various fields of study and is presented objectively;
2. The inclusion of religion shall be for educational purposes only;¹
3. The emphasis on religious themes in the arts, literature and history should be only as extensive as necessary for a balanced and comprehensive study of these areas. Such studies shall never foster any particular religious tenets or demean any religious beliefs; and
4. Student-initiated expressions to questions or assignments which reflect their beliefs or non-beliefs about a religious theme shall be accommodated. For example, students are free to express religious belief or non-belief in compositions, art forms, music, speech and debate.

Legal References

1. Public Acts of 2016, Chpt 660

Cross References

Basic Program 4.201

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 05/05/25
		Rescinds: 6.200	Issued: 05/07/24

Attendance is a key factor in student achievement; therefore, students are expected to be present each day school is in session.

The Superintendent of Schools/designee shall ensure that this policy is posted in each school building and disseminated to all students, parent(s)/guardian(s), teachers, and administrative staff.

The Attendance Supervisor shall oversee the entire attendance program which shall include:¹

1. All accounting and reporting procedures and their dissemination;
2. Alternative program options for students who severely fail to meet minimum attendance requirements;
3. Ensuring that all school age children attend school;
4. Providing documentation of enrollment status upon request for students applying for new or reinstatement of driver's permit or license; and
4. Notifying the Department of Safety whenever a student with a driver's permit or license withdraws from school.²

Student attendance records shall be given the same level of confidentiality as other student records. Only authorized school officials with legitimate educational purposes may have access to student information without the consent of the student or parent(s)/guardian(s).³

Absences shall be classified as either excused or unexcused as determined by the principal/designee. Excused absences shall include:⁴

1. Personal illness/injury;
2. Illness of immediate family member;
3. Death in the family;
4. Extreme weather conditions;

5. Religious observances;⁵
6. Pregnancy;
7. School-endorsed activities;
8. Summons, subpoena, or court order; or
9. Circumstances which in the judgment of the principal create emergencies over which the student has no control.

The principal shall be responsible for ensuring that:⁶

1. Attendance is checked and reported daily for each class;
2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for the majority of the day;
3. All student absences are verified;
4. Written excuses are submitted for absences and tardiness; and
5. System-wide procedures for accounting and reporting are followed.

TRUANCY

Annually, the Superintendent of Schools/designee will provide written notice to parent(s)/guardian(s) that attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled school day in order to be counted present. Students may attend part-time days, alternating days, or for a specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be considered present for school attendance purposes. If a student is required to participate in a remedial instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s) and the school ~~district~~ **system** provides transportation, unexcused absences from these programs shall be reported in the same manner.⁷

A student who is absent five (5) days without adequate excuse shall be reported to the Superintendent of Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's absence. If a parent/guardian does not provide documentation within adequate time excusing those absences or request an attendance hearing, then the Superintendent of Schools shall implement tier two of the progressive truancy plan described below prior to referral to juvenile court.

*Progressive Truancy Plan*⁸

Tier I of the progressive truancy plan shall apply to all students within the ~~district~~ **school system** and include schoolwide prevention-oriented supports to assist with satisfactory attendance. These supports shall include, but are not limited to, a family school coordinator at each school to assist with attendance monitoring, messages to parents when students are absent, parents must agree to attendance

policies and procedures when registering their child for school, flyers, incentives for attendance, annual attendance week, and a weekly school spotlight for attendance.

Tier II of the progressive truancy plan shall be implemented after the student accumulates five (5) unexcused absences, but before referral to juvenile court, and includes the following:

1. A conference with the student and the student's parent(s)/guardian(s);
2. An attendance contract, based on the conference, signed by the student, the parent(s)/guardian(s), and the Attendance Supervisor/designee. The contract shall include:
 - a. A specific description of the school's attendance expectations for the student;
 - b. The period for which the contract is effective; and
 - c. Penalties for additional absences and alleged school offenses, including additional disciplinary action and potential referral to juvenile court.
3. Regularly scheduled follow-up meetings to discuss the student's progress; and
4. A school employee shall conduct an individualized assessment detailing the reasons a student has been absent from school. The employee may refer the student to counseling, community-based services, or other services to address the student's attendance problems.

Tier III shall be implemented if the truancy interventions under Tier II are unsuccessful. Tier III shall consist of ~~the following interventions:~~ a referral to Johnson City Schools Truancy Board. The interventions shall address students' needs in an age-appropriate manner. Finalized plans shall be approved by the Superintendent of Schools/designee.

MAKE-UP WORK

Each teacher will communicate make-up work procedures to parents.

STATE-MANDATED ASSESSMENT

Students who are absent the day of the scheduled end-of-course (EOC) exams shall present a signed doctor's excuse or shall have been given an excused release by the principal prior to testing to receive an excused absence. Students who have excused absences will be allowed to take a make-up exam. Excused students will receive an incomplete in the course until they have taken the EOC exam. Students who have an unexcused absence shall receive a failing grade on the EOC exam which shall be averaged into their final grade.

CREDIT/PROMOTION DENIAL

Credit/promotion denial determinations may include student attendance; however, student attendance may not be the sole criterion.⁹ If attendance is a factor prior to credit/promotion denial, the following shall occur:

1. The student and the parent(s)/guardian(s) shall be advised if the student is in danger of credit/promotion denial due to excessive absenteeism; and

2. Procedures in due process are available to the student when credit or promotion is denied.

ATTENDANCE HEARING¹⁰

Students with excessive (more than five (5)) unexcused absences or those in danger of credit/promotion denial shall have the opportunity to appeal to an attendance hearing committee appointed by the principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided written or actual notice of the appeal hearing and shall be given the opportunity to address the committee. The committee will conduct a hearing to determine if any extenuating circumstances exist to excuse an absence(s) or to determine if the student has met attendance requirements that will allow him/her to pass the course or be promoted. Upon notification of the attendance committee decision, the principal shall send written notification to the Superintendent of Schools/designee and the parent(s)/guardian(s) of the student of any action taken regarding the excessive unexcused absences. The notification shall advise parent(s)/guardian(s) of their right to appeal such action within two (2) school days to the Superintendent of Schools/designee.

The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

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

Legal References

1. [TCA 49-6-3006](#)
2. [TCA 49-6-3017\(c\)](#)
3. [20 USCA § 1232g](#)
4. [TRR/MS 0520-01-02-.17\(5\)](#); [State Board of Education Policy 4.100](#)
5. [TCA 49-6-2904\(b\)\(5\)](#)
6. [TCA 49-6-3007](#)
7. [TCA 49-6-3021](#)
8. [TCA 49-6-3007](#); [TCA 49-6-3009](#)
9. [TCA 49-2-203\(b\)\(7\)](#); [TCA 49-6-3002\(b\)](#)
10. [TRR/MS 0520-01-02-.17\(7\)](#)

Cross References

School Calendar 1.800
Extracurricular Activities 4.300
Interscholastic Athletics 4.301
Field Trips/Excursions/Competitions 4.302
Reporting Student Progress 4.601
Promotion and Retention 4.603
Recognition of Religious Beliefs, Customs, & Holidays 4.803
Voluntary Pre-K Attendance 6.2011
Homeless Students 6.503
Students in Foster Care 6.505
Students from Military Families 6.506
Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: School Admissions	Descriptor Code: 6.203	Issued Date: 08/05/24
		Rescinds: 6.203	Issued: 04/04/22

Any student entering a Johnson City school for the first time must meet the requirements of all state and federal laws applicable to school admissions. To be enrolled a student must reside in the City of Johnson City or must meet the conditions required for a non-resident student.

Any students entering school for the first time must present:

1. Proof of Age Affidavit;¹
2. Evidence of a current medical examination²; and
3. Evidence of state-required immunization or exemption as authorized by state law.³

The name used on the records of a student entering school must be the same as that shown on the birth certificate unless evidence is presented that such name has been legally changed through a court as prescribed by law. If the parent/guardian does not have or cannot obtain a birth certificate, then the name used on the records of such student will be the same as that shown on documents which are acceptable to the school principal as proof of date of birth.⁴

A child whose care, custody and support has been assigned to a resident of the ~~district~~ school system by a properly executed and valid power of attorney or order of the court shall be enrolled in school provided appropriate documentation has been filed with the ~~district~~ school system office.⁵

A student may transfer into the school system at any time during the year if their parent(s)/guardian(s) makes a bonafide move and change of residence into the city limits of Johnson City.

ADJUDICATED DELINQUENT STUDENT⁶

A principal ~~or principal's~~ /designee may ask a parent/guardian in writing if their student has been adjudicated delinquent for an offense listed in TCA 49-6-3051 within thirty (30) days of the student first enrolling in the school and when any such student:

1. Resumes school attendance after suspension, expulsion, or adjudication of delinquency; or
2. Changes schools within this state.

This information shall be shared only with school employees who have responsibility for classroom instruction of the student, the school counselor, social worker, or psychologist who is developing a plan for the student while in the school, and the school resource officer. Such information is otherwise

- 1 confidential and shall not be released to others, and the written notification shall not become a part of
2 the student's record.⁷

Legal References

1. [TCA 49-6-3008\(b\)](#)
2. [TRR/MS 0520-01-13-.01\(1\)\(a\)](#); [20 USCA § 1232h\(c\)](#)
3. [TCA 49-6-5001\(c\)](#)
4. [TCA 49-6-5106](#)
5. [TCA 49-6-3001\(c\)\(6\)](#)
6. [TCA 37-1-153\(e\), 154; TCA 49-6-3051; Public Acts of 2024, Chapter No. 721](#)
7. [TCA 49-6-3051\(d\)](#)

Cross References

Attendance of Non-Resident Students 6.204
Homeless Students 6.503
Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Attendance of Non-Resident Tuition Students	Descriptor Code: 6.204	Issued Date: 05/05/25
		Rescinds: 6.204	Issued: 05/07/24

Students residing outside the boundaries of the school system may attend Johnson City School System. The following conditions shall apply to non-resident students:

1. They must be approved by the Superintendent of Schools/designee;¹
2. They must pay a tuition fee established annually by the Board of Education. Tuition may not exceed per student, per annum, an amount equal to the amount of funds actually used for school purposes by the school system per student during the preceding school year minus any funds received from the state or from the student's resident system;²
3. They must make an application at least two (2) weeks prior to the first day of school. The Board may choose to institute an earlier application deadline. After two (2) weeks prior to the beginning of school and thereafter during the remainder of the school year, students wishing to transfer into the system must also have the approval of the sending system;¹
4. They will be assigned to city schools only when space is available after all resident students have been assigned;
5. They will be refunded any unused portion of the tuition on a pro-rata basis if they become residents of the school system;
6. They shall be excluded from future attendance until all prior and current tuition is paid, when payment is not made on all or any part of the required tuition for a previous year;
7. The parent furnishes transportation for the student. (No transportation will be provided by the school system for non-resident students.);
8. Acceptance of non-resident students is on an annual basis and acceptance one year does not guarantee subsequent years; and
9. Failure to abide by school system rules and regulations may result in loss of attendance privileges.

Tuition students may be admitted after the start of the school year on a space available basis with the approval of the Superintendent of Schools/designee.

Legal References

1. [TCA 49-6-3104](#)
2. [TCA 49-6-3003](#); [TCA 49-6-403\(f\)](#)

Cross References

Revenues 2.400
Students from Military Families 6.506

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Assignment	Descriptor Code: 6.205	Issued Date: 05/05/25
		Rescinds: 6.205	Issued: 05/07/24

TO SCHOOLS

Kindergarten through grade 12 students are expected to attend the school to which they are assigned by virtue of their residence. Students will be enrolled in the appropriate grade at their assigned school.¹

Subject to system rules parents may apply to enroll their children in any school in the school system as provided in Board of Education Policy.

Pupil assignments shall be on a space available basis:

- | | |
|--------------|--|
| 1st Priority | In zone students |
| 2nd Priority | Transfer students already enrolled and in good standing |
| 3rd Priority | Siblings of enrolled transfer students |
| 4th Priority | New transfer students |
| 5th Priority | Tuition students already enrolled and in good standing |
| 6th Priority | New tuition students (Includes siblings of present students) |

Parents who are dissatisfied with the assignment of their children may, within ten (10) days after the assignment, make application to the Board for a hearing requesting a transfer to another school.²

All children of **full-time** school system ~~certified~~ personnel will be afforded the rights of in-district priority related to applications, admissions and transfers, but will be subject to the payment of tuition when applicable.

TO CLASSES

The principal shall be responsible for assigning all students to classes.

Students who enter the system from another school system are to be placed by the principal in the grade and/or level as indicated by records from the former school. If the student's placement is inappropriate in the grade or level assigned, they may be reassigned by the principal to another grade level. Parents shall be advised of placement.

Legal References

1. [TCA 49-6-3102](#), [3103](#)
2. [TCA 49-6-3201](#)

Cross References

Transfers Within the System 6.206

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Transfers Within the System	Descriptor Code: 6.206	Issued Date: 05/05/25
		Rescinds: 6.206	Issued: 05/07/24

Each year, the Superintendent of Schools/designee shall review the number of spaces available in each school by grade, class, and program levels. This information shall be posted on the ~~district~~ **school system**'s website along with the dates of the ~~district~~ **school system**'s open enrollment period. The open enrollment period shall last for thirty (30) days and information about the number of seats available shall be posted for at least fourteen (14) days prior. The Superintendent of Schools/designee shall reserve a reasonable number of enrollment spaces at each school to account for the enrollment of zoned students, siblings of students, and students who have a parent/guardian employed at the school.^{1,2}

During the ~~district~~ **school system**'s open enrollment period each year, a parent/guardian may request that their child attend a school within the ~~district~~ **school system** other than the one to which the child is zoned. The Superintendent of Schools/designee shall review such requests, and if adequate space is available, grant such transfers. If the number of requests exceeds the number of available spaces, the Superintendent of Schools/designee shall implement a lottery to fill the available spaces.

The open enrollment process shall be completed before other nonresident transfers are approved.

POST ENROLLMENT¹

Once accepted, the student shall provide their own transportation to and from the school. The student must maintain satisfactory attendance, behavior, and effort to remain in the new school.

CHANGE IN RESIDENCE

Students whose families transfer their residence to another school area after the first month of school may complete the school year at their former school. Students who present evidence that they will move during the school year and who desire to enroll in a new school in the new area may do so with prior written request for a change of school area.

[NOTE: Not effective in the event of a federally mandated desegregation order.³]

Legal References

1. [TCA 49-2-128](#)
2. [TCA 49-6-3113](#)
3. [34 C.F.R. § 100.4](#)

Cross References

Student Assignments 6.205
Homeless Students 6.503
Students in Foster Care 6.505

Johnson City Board of Education

123Monitoring: Review: Annually, in April	Descriptor Term: Release During School Hours	Descriptor Code: 6.208	Issued Date: 05/07/24
		Rescinds: 6.208	Issued: 04/03/23

The following procedures will be observed with regard to dismissal of students:

1. No student will leave school prior to regular dismissal hours, except with the approval of the principal/designee and parent. PreK through 8th grade students will be permitted to leave school prior to regular dismissal time only in the company of a parent, legal guardian, school employee, police officer, court officer, or a person designated in writing by the parent(s)/guardian(s). Parents/guardians of high school students must follow the procedures set out in the school's student handbook in regard to early dismissals.
2. No student will be sent from the school during school hours to perform an errand or act as a messenger.
3. When dental and medical appointments cannot be scheduled outside school hours, parents/guardians of PreK through 8th grade students must send a written request for dismissal or pick up the student in person. Parents/guardians of high school students must follow the procedures set out in the school's student handbook.
4. Students will be released only upon the request of the parent whom the court holds directly responsible for the child, or who is the parent ~~or~~/guardian registered on the school record.
5. No principal or teacher shall permit a change in the physical custody of a child at school unless:
 - a. The person seeking custody of the child presents the school official with a certified copy of a valid court order from a Tennessee court designating the person who has custody of the child; and
 - b. The person seeking custody gives the school official reasonable advance notice of his intent to take custody of the child at school;¹ and
 - c. The person seeking custody adequately identifies himself.
6. High school students may be released for dual enrollment classes, jobs, and approved training at centers outside their home schools under policies approved by the Board of Education.²
7. No students will be released during a hard lock down.

Legal References

1. [TCA 36-6-105](#)
2. [TRR/MS 0520-01-03-.03\(9\)](#); [State Board of Education Policy 2.103\(IV\)](#)

Cross References

Child Custody/Parental Access 6.209

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Child Custody/Parental Access	Descriptor Code: 6.209	Issued Date: 05/05/25
		Rescinds: 6.209	Issued: 05/07/24

The Board of Education presumes that the person who enrolls a student in school is the student's custodial parent when there is no reasonable evidence to bring this presumption into question. Unless a Tennessee court specifies otherwise, the custodial parent shall be the one whom the school district holds responsible for the education and welfare of that child.

Parents/guardians shall have the right to receive information contained in school records concerning their minor child.¹ The Board, unless informed otherwise, assumes there are no restrictions regarding the non-custodial parent's right to be kept informed of the student's progress and activities. If restrictions are made relative to the rights of the non-custodial parent, the custodial parent must submit a certified copy of the court order which curtails these specific rights.

Unless there are specific court-imposed restrictions, the non-custodial parent, upon request, shall be given access to all of the student's educational records including but not limited to the student's cumulative file and the student's special education file, if applicable.²

No principal or teacher shall permit a change in the physical custody of a child at school unless:

1. The person seeking custody of the child presents the school official with a certified copy of a valid court order from a Tennessee court designating the person who has custody of the child; and
2. The person seeking custody shall give the school official reasonable advance notice of his intent to take custody of the child at school;³ and
3. The person seeking custody adequately identifies themselves.

Legal References

1. [20 USCA § 1232g\(a\)\(1\)\(A\)](#)
2. [TCA 49-6-902\(a\)](#)
3. [TCA 36-6-105](#)

Cross References

Student Records 6.600

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Code of Conduct	Descriptor Code: 6.300	Issued Date: 05/07/24
		Rescinds: 6.300	Issued: 04/03/23

- 1 The Superintendent of Schools shall be responsible for the overall implementation and supervision of
2 the Board of Education's Student Code of Conduct and shall ensure that students at all schools are
3 subject to a uniform and fair application of the Code. The Board shall annually review and approve the
4 Student Code of Conduct.
- 5 The principal of each school shall be responsible for implementation and administration in their school
6 and shall apply the Code uniformly and fairly to each student at the school without partiality and
7 discrimination.
- 8 A copy of the Code shall be posted on the ~~S~~school ~~S~~system's website and school counselors shall be
9 supplied copies for discussion with students. The ~~e~~Code shall be referenced in all school handbooks.
10 All teachers, administrative staff and parents/guardians shall be provided access to the Code
11 annually.¹

Legal References

1. [TCA 49-6-4002](#)

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Questioning Students and Searches	Descriptor Code: 6.303	Issued Date: 09/04/25
		Rescinds: 6.303	Issued: 04/03/23

QUESTIONING BY SCHOOL PERSONNEL

Students may be questioned by teachers and/or principals about any matter pertaining to the operation of the school and/or the enforcement of its rules. Questioning must be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student being questioned. Any student answering falsely, evasively or refusing to answer appropriate and pertinent questions may be subject to disciplinary action, including suspension.

If a student is suspected or accused of misconduct or infraction of the Student Code of Conduct, the principal may interrogate question the student, without the presence of parent(s)/guardian(s) or legal custodians and without giving the student constitutional warnings.

School personnel have a duty to report any reasonable suspicion that a student is carrying, or has carried, a weapon or is violation, or has violated, a provision of the Tennessee Drug Control Act to the principal/designee or the appropriate authorities.¹

INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

If the principal/school system administrator has requested assistance by the police department to investigate a crime involving a school, the police shall have permission to interrogate a student suspect in school during school hours. The principal/designee shall first attempt to notify the parent(s)/guardian(s) or legal custodians of the student of the intended interrogation, unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/guardian(s) or legal custodians. The principal or their designee shall be present during the interrogation. Parent(s)/Guardian(s) shall be notified within 24 hours following any interrogation, unless circumstances require otherwise.

POLICE-INITIATED INTERROGATIONS

If the police deem circumstances of sufficient urgency to interrogate students at school for crimes committed outside of school hours, the police department shall first contact the principal regarding the planned interrogation and inform them of the probable cause to investigate within the school. The principal/designee shall make reasonable effort to notify the parent(s)/guardian(s) or legal custodians of the interrogation, unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/guardian(s) or legal custodians. The principal/designee shall be present during the interrogation.

SEARCHES BY SCHOOL PERSONNEL

The school principal shall authorize all searches at the outset per state law.² All principal initiated searches shall be conducted by a school security officer or a school administrator who has completed the state required training.³ The following conditions shall apply to principal initiated searches:

1. All the following standards of reasonableness must be met:

- a. A particular student has violated school policy;
- b. The search will yield evidence of the violation of school policy or will lead to finding dangerous weapons, drugs, or drug paraphernalia;
- c. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision, and education;
- d. The search is not conducted for the sole purpose of discovering evidence to be used in criminal prosecution; and
- e. The search shall be reasonably related to the objectives of the search and not excessively intrusive considering the age and sex of the student as well as the nature of the alleged infraction;⁴

2. A school administrator shall be on-site at any principal-initiated search;

3. A school administrator shall oversee the search and may end the search at any time; and

4. If a student is under the age of eighteen (18), the principal must notify the student's parent or guardian within a reasonable time of the search³

If a school resource officer searches a student, based on having probable cause, the principal shall notify the Superintendent of Schools/designee.⁵

In order to ensure a safe and secure learning environment, the Superintendent of Schools shall develop procedures regarding the searching of students, lockers, vehicles, and containers which are consistent with state law. The Superintendent shall develop additional procedures to ensure compliance with all of the provisions of the School Security Act of 1981.⁶

Legal References

1. [TCA 49-6-4203\(b\)](#)
2. [TCA 49-6-4204\(a\)](#); [TCA 49-6-4205\(a\)](#)
3. [Public Acts of 2025, Chapter No. 244](#)
4. [TCA 49-6-4205\(b\)](#)
5. [State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at *1 \(Tenn. Ct. App. July 16, 2009\)](#)
6. [TCA 49-6-4201](#); [Tenn. Op. Att'y Gen. No. 14-21 \(February 24, 2014\)](#)

Cross References

Traffic and Parking Controls 3.403
Procedural Due Process 6.302
Reporting Child Abuse 6.409

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Disruption of School and Student Activities	Descriptor Code: 6.306	Issued Date: 05/05/25
		Rescinds: 6.306	Issued: 04/04/22

A student shall not cause the disruption, interference or obstruction of any school activity while on school property, during **instructional time, including** virtual instruction, in school vehicles or buses, or at any school-sponsored activity, function or event, whether on or off campus. Neither shall they urge others to engage in such conduct.

Harassment, intimidation, and other conduct that may be considered “bullying” will not be tolerated. Students shall not engage in conduct that has the effect of unreasonably interfering with another student’s academic development or that creates a hostile or offensive learning environment.

The staff is authorized to take reasonable measures to establish appropriate school behavior. Any employee shall have the authority to control the conduct of any student while under the supervision of the school system.¹ This authority shall extend to all activities of the school, including all games and public performances of athletic teams and other school groups, trips, excursions and all other activities under school sponsorship and direction.

Such measures may include the use of reasonable force to restrain or correct students and maintain order.

A student found guilty of misbehavior may receive ~~punishment~~ **discipline** ranging from verbal reprimand to suspension or expulsion dependent on the severity of the offense and the offender's prior record.²

Legal References

1. [TCA 49-6-2804](#)
2. [TCA 49-6-3401](#)

Cross References

Student Discrimination/Harassment and
Bullying/Intimidation 6.304

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Dress Code	Descriptor Code: 6.310	Issued Date: 04/04/22
		Rescinds: 6.310	Issued: 04/05/21

- 1 Students shall dress in a clean, neat and modest manner so as not to distract from or interfere with the
2 operation of the school.
- 3 More specific guidelines appropriate for each school may be developed and published in the student
4 handbook.¹
- 5 When a student is attired in a manner which is likely to cause disruption or interference with the operation
6 of the school, the principal/designee shall take appropriate action, which may include suspension.

Legal References

1. TCA 49-1-302(j); TCA 49-6-4215(a)(1)

Cross References

Methods of Discipline 6.313

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Care of School Property	Descriptor Code: 6.311	Issued Date: 05/07/24
		Rescinds: 6.311	Issued: 04/07/08

1 Students shall help maintain the school environment, preserve school property and exercise care while
2 using school facilities.

3 All school system employees shall report all damage or loss of school property to the principal or
4 designee immediately after such damage or loss is discovered. The principal or designee shall make a
5 full and complete investigation of any instance of damage or loss of school property and shall report
6 the results of the investigation to the Superintendent. The investigation shall be carried out in
7 cooperation with law enforcement officials when appropriate.

8 School property is defined as buildings, buses, books, equipment, records, instructional materials or
9 any other item under the jurisdiction of the Board of Education.

10 When the person causing damage or loss has been identified and the costs of repair or replacement
11 have been determined, the Superintendent of Schools shall take steps to recover these costs. This may
12 include recommending the filing of a civil complaint in court to recover damages and/or seeking
13 criminal prosecution. If the responsible person is a minor, recovery will be sought from the minor's
14 parent(s) or/guardian(s).

15
16 In addition, the system may withhold the grades, diploma, and/or transcript of the student responsible
17 for vandalism or theft or otherwise incurring any debt to a school until the student or the student's
18 parent(s) or/guardians(s) has paid for the damages.¹ ~~When the minor and parent are unable to pay for~~
19 ~~the damages, the system shall provide a program of restitution work for the minor. Upon completion~~
20 ~~of the work, the student's grades, diploma, and/or transcripts shall be released. Such sanctions shall~~
21 ~~not be imposed if the student is not at fault.~~

Legal References

1. [TCA 37-10-101](#)
2. [TRR/MS 0520-01-02-.16\(2\)\(b\)](#)

Cross References

Visitors to the School 1.501
Safety 3.201
Security 3.205
Community Use of School Facilities 3.206
Student Fees and Fines 6.709

Johnson City Board of Education

Monitoring:

Review: Annually, in
April

Descriptor Term:

Methods of Discipline

Descriptor Code:

6.313

Issued Date:

05/07/24

Rescinds:

6.313

Issued:

04/04/22

DISCIPLINARY ACTIONS

The following methods of discipline are recognized and approved for use with students who choose to disrupt the academic processes:

- verbally correcting the student
- contacting a parent
- conference between student and teacher or administrator
- writing a contract
- restricting activities
- assigning work details
- requiring special assignments
- issuing demerits
- assigning behavior modification activities
- denying class privileges
- assigning detention ~~after school~~
- changing the student's instructor
- suspending from school-sponsored activities
- placing in an alternative assignment
- suspending from the school bus
- suspending in-school
- suspending out-of-school
- prohibiting participation in field trips and extracurricular activities
- demanding restitution for lost, damaged or stolen property
- ~~restricting the honors the student is otherwise due~~
- withholding report cards
- prohibiting the student's attendance at graduation exercises or other school functions
- ~~withholding transcripts~~
- expulsion

Corporal punishment shall not be used as a disciplinary measure in any school.

- 1 The Superintendent of Schools shall be responsible for developing and implementing in-service
- 2 training programs for teachers and staff in the use of alternative, positive measures of discipline.

3 **DISCIPLINARY RECORDS**

- 4 A disciplinary record which contains the name of the student, the type of misconduct, the type of
 - 5 punishment administered, the name of the person administering the punishment, the name of the
 - 6 witness present, and the date and time of punishment shall be maintained when any of the following
 - 7 disciplinary actions are administered: suspending from the school bus; suspending in-school;
 - 8 suspending out-of-school; prohibiting participation in field trips and extracurricular activities;
 - 9 demanding restitution for lost, damaged or stolen property; withholding report cards; prohibiting
 - 10 participation in school functions; and withholding transcripts.
- 11 Disciplinary records shall be filed in the school office and made available to parents or students,
 - 12 whichever is appropriate.²

Legal References

1. [TCA 49-6-3401](#)
2. [TCA 10-7-504\(b\)](#)

Cross References

Procedural Due Process 6.302
Interference/Disruption of School Activities 6.306
Bus Conduct 6.308
Weapons and Dangerous Instruments 6.309
Dress Codes 6.310

Johnson City Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Suspension	Descriptor Code: 6.316	Issued Date: 05/05/25
		Rescinds: 6.316	Issued: 05/07/24

1 DEFINITIONS:¹

2 **Suspension:** dismissal from attendance at school for any reason for not more than ten (10)
3 consecutive days. Multiple suspensions shall not run consecutively, nor shall multiple suspensions be
4 applied to avoid expulsion from school.

5 **Expulsion:** removal from attendance for more than ten (10) consecutive days or more than fifteen (15)
6 days in a month of school attendance. Multiple suspensions that occur consecutively shall constitute
7 expulsion.

8 **Remand:** assignment to an alternative school.

9 REASONS FOR SUSPENSION/EXPULSION:

10 For any infraction occurring at school or at a school related event, any principal or their designee, or
11 assistant principal (herein called principal) may suspend/expel any student from attendance at school
12 or any school-related activity on or off campus (out-of-school suspension) or from attendance at a
13 specific class or classes, or from riding a school bus, without suspending such student from attendance
14 at school (in-school suspension), for good and sufficient reasons including, but not limited to:¹

15 ~~Students may be suspended for good and sufficient reasons including, but not limited to:¹~~

- 16 1. Willful and persistent violation of the rules of the school;
- 17 2. Immoral or disreputable conduct, including vulgar or profane language;
- 18 3. Violence or threatened violence against the person of any personnel attending or assigned to any
19 school;
- 20 4. Willful or malicious damage to real or personal property of the school or the property of any
21 person attending or assigned to the school;
- 22 5. Inciting, advising, or counseling of others to engage in any of the action that would justify
23 suspension;
- 24 6. Marking, defacing, or destroying school property;
- 25 7. Possession of a pistol, gun, or firearm on school property;²
- 26 8. Possession of a knife or other weapons, as defined in state law, on school property;³

9. Assaulting a principal, teacher, school bus driver, or other school personnel with vulgar, obscene, or threatening language;
10. Unlawful use or possession of barbitol or legend drugs as defined in state law;⁴
11. Engaging in behavior which disrupts a class or school-sponsored activity;
12. Making a threat, including a false report, to use a bomb, dynamite, or any other deadly explosive or destructive device including chemical weapons on school property or at a school-sponsored event, or an invalid threat of mass violence;⁵
13. One (1) or more students initiating a physical attack on an individual student on school property or at a school activity, including travel to and from school;
14. Assault against a school employee as defined in state law;⁶
15. Off-campus criminal behavior resulting in felony charges;
16. When behavior poses a danger to persons or property or disrupts the educational process;
17. Any other conduct prejudicial to good order or discipline in any school.

Except in an emergency, a principal shall not suspend any student until that student has been advised of the nature of their misconduct, questioned about it, and allowed to give an explanation.

If, as a result of an investigation, a principal/designee finds that a student acted in self-defense under a reasonable belief that the student, or another to whom the student was coming to the defense of, may have been facing the threat of imminent danger of death or serious bodily injury, then the student may not face any disciplinary action.⁵

When a student is suspended, the principal shall notify the parent(s)/guardian(s) and the Superintendent of Schools/designee of the following:

1. Student's suspension;
2. Cause for the suspension; and
3. Any conditions for readmission which may include a meeting of the parent(s)/guardian(s), student, and the principal.

If a student is suspended during the last ten (10) days of any term or semester, they shall be permitted to take such final examinations or submit such required work as necessary to complete the course of instruction for that semester, subject to conditions prescribed by the principal.⁶

IN-SCHOOL SUSPENSION⁷

In-school suspension shall be offered to students as an alternative program (if applicable) to complete academic assignments and receive credit for work completed.

Students given an in-school suspension in excess of one (1) day from classes shall attend special classes attended only by students guilty of misconduct or be placed in an isolated area appropriate for study. Personnel responsible for in-school suspension shall ensure that each student is supervised at all times and has textbooks and classwork assignments from their regular teachers.

SUMMARY SUSPENSION:

If the principal witnesses or has knowledge of any serious student misconduct and they think that immediate removal of the student is necessary to restore order or to protect the persons on the school grounds, they may suspend the student immediately for not more than two (2) school days. In such cases, the principal is not required to conduct the investigation before he suspends, but they shall carry out such an investigation and decide on further disciplinary action, if any, at least by the end of the school day following the summary suspension.

SUSPENSIONS LONGER THAN FIVE DAYS⁸

If a suspension is longer than five (5) days, the principal shall develop and implement a plan for improving the student's behavior.

SUSPENSIONS LONGER THAN TEN DAYS⁹

If the principal suspends a student for longer than ten (10) days, they shall immediately give written notice to the parent(s)/guardian(s) and the student of the right to appeal the decision. All appeals shall be filed within five (5) days of receipt of the notice. These appeals may be filed by the parent(s)/guardian(s), the student, or any person holding a teaching license who is employed by the school district if requested by the student.

The appeal from this decision shall be to the Disciplinary Hearing Authority appointed by the Board. If a Disciplinary Hearing Authority has not been appointed, then the appeal shall be to the Board.

SCHOOL-SPONSORED EVENTS⁶

If a student assaults an employee, they shall be suspended from school-sponsored events for one (1) calendar year unless modified by the Superintendent of Schools. A school-sponsored event is an activity that is not directly related to a student's grade in a course of instruction.

Legal References

1. [TCA 49-2-203\(a\)\(7\)](#); [TCA 49-6-3401\(a\)](#)
2. [TCA 39-17-1309\(b\)](#)
3. [TCA 39-17-1309](#)
4. [TCA 53-10-101](#); [TCA 39-17-454](#)
5. [TCA 49-6-4002\(e\)](#)
6. [TCA 49-6-3401\(j\)](#); [TCA 39-13-101](#)
7. [TCA 49-6-3401\(i\)](#)
8. [TCA 49-6-3401\(d\)](#)
9. [TCA 49-6-3401\(b\)](#)
10. [TCA 49-6-3401\(c\)\(3\)](#)
11. [TCA 49-6-3401\(a\)-\(c\)](#); *Goss v. Lopez*, 419 U.S. 565 (1975); 20 USCA § 1415

Cross References

Traffic and Parking Controls 3.403
Code of Conduct 6.300
Procedural Due Process 6.302
Interference/Disruption of School Activities 6.306
Drug-Free Schools 6.307
Bus Safety and Conduct 6.308
Zero Tolerance Offenses 6.309
Dress Code 6.310
Student Disciplinary Hearing Authority 6.317
Alternative Education 6.319

Johnson City Board of Education

Monitoring:

**Review: Annually, in
May**

Descriptor Term:

Use of the Internet

Descriptor Code:

6.320

Issued Date:

05/07/24

Rescinds:

6.320

Issued:

04/03/23

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

Before any student is allowed use of the school system's Internet or intranet access, a written parental consent shall be signed by the parent for students in grades prek-2 and both parent and student in grades 3-12. The required permission/agreement form shall specify acceptable uses, rules of on-line behavior, access privileges and penalties for policy/procedural violations. The permission/agreement form shall be signed annually and shall be valid for the entire year unless written parental notice that consent is withdrawn is provided. Any student who accesses the district's computer system for any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.

Prohibited and illegal activities include but are not limited to the following:[†]

1. Sending or displaying offensive or obscene messages or pictures

2. Using obscene language

3. Harassing, insulting, defaming, bullying or attacking others

4. Damaging computers, computer systems, or computer networks

5. Hacking or attempting unauthorized access to any computer or server

6. Violation of copyright laws

7. Trespassing in another's folders, work, or files

8. Using another's password or other identity (impersonation)

9. Use of the network for commercial purposes

10. Using school or system computers for personal business

11. Creating a false identity

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

~~E-MAIL~~

~~Users with network access shall not utilize school system resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system. All data including e-mail communications stored or transmitted on school system computers shall be monitored. Users have no expectation of privacy with regard to such data. E-mail correspondence may be a public record under the public record's law and may be subject to public inspection.²~~

Legal References

1. [TCA 39-14-602](#)
2. [TCA 10-7-512](#)

Cross References

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

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Counseling Program	Descriptor Code: 6.400	Issued Date: 05/07/24
		Rescinds: 6.400	Issued: 04/13/20

1 Each school shall provide a counseling program for all students through the cooperative efforts of the
2 principal, teachers and ~~school counselor~~ **the counseling team**.

3 The program of counseling services shall include such services and activities as:

- 4 1. Orientation of parents and students to the school program;
- 5
- 6 2. Student referral and/or welfare provisions;
- 7
- 8 3. Collection and maintenance of student data and record systems;
- 9
- 10 4. Student program planning and placement;
- 11
- 12 5. Educational and occupational information for use by students, parents and teachers;
- 13
- 14 6. Scheduling student courses and resolving conflicts; and
- 15
- 16 7. Provide mental health services and counseling.

17 The classroom teacher, because of close contacts with the student, shall be a key person in the school
18 counseling program.

19 School administrators are authorized to work with ~~recognized groups~~ **approved organizations** who
20 may furnish special services to students.

Cross References

Graduation Requirements 4.605
Testing Programs 4.700

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Medicines	Descriptor Code: 6.405	Issued Date: 05/05/25
		Rescinds: 6.405	Issued: 05/07/24

If a student is required to take non-prescription or prescription medication during school hours and the parent/guardian cannot be at school to administer the medication, the ~~principal~~ nurse/designee will assist in self-administration of the medication in compliance with the following guidelines.¹

Written instructions signed by the parent/guardian are required and shall include:

1. Child's name;
2. Name of medication;
3. Name of physician;
4. Time to be self-administered;
5. Dosage and directions for self-administration (non-prescription medicines shall have label directions);
6. Possible side effects, if known;
7. Termination date for self-administration of the medication; and
8. A statement certifying the student is competent to self-administer medication with assistance.

Students with asthma shall be permitted to carry and self-administer prescribed, metered dosage asthma-reliever inhalers if the additional information is provided by a parent/guardian:

1. Written statement from the prescribing health care practitioner that the student suffers from asthma and has been instructed in self-administration; and
2. Purpose of the medication.

The medication shall be delivered ~~to the principal's office~~ in person by the parent/guardian of the student unless the medication is retained by the student for immediate self-administration.

The principal/designee will:

1. Inform appropriate school personnel of the medication to be self-administered;
2. Keep written instructions from the parent/guardian in the student's record;

3. Keep an accurate record of the self-administration of the medication;
4. Keep all medication in a locked cabinet except medication retained by a student per physician's order;
5. Return unused prescription to the parent/guardian only; and
6. Ensure that all guidelines developed by the Department of Health and the Department of Education are followed.

The parent/guardian is responsible for informing the designated official of any change in the student's health or change in medication.

A copy of this policy shall be provided to a parent/guardian upon receipt of a request for long-term administration of medication.

BLOOD GLUCOSE SELF-CHECKS²

Upon written request of a parent/guardian and if included in the student's medical management plan and in the Individualized Healthcare Plan (IHP), a student with diabetes shall be permitted to perform a blood glucose check or administer insulin using any necessary diabetes monitoring and treatment supplies, including sharps. The student shall be permitted to perform the testing in any area of the school or school grounds at any time necessary.

Sharps shall be stored in a secure, but accessible location, including the student's person, until use of such sharps is appropriate.

Use and disposal of sharps shall be in compliance with the guidelines set forth by the Tennessee Occupational Safety and Health Administration (TOSHA).³

STUDENTS WITH PANCREATIC INSUFFICIENCY OR CYSTIC FIBROSIS⁴

Students diagnosed with pancreatic insufficiency or cystic fibrosis shall be permitted to self-manage their prescribed medication in a manner directed by a licensed health care provider without additional assistance or direction. The Superintendent of Schools shall develop procedures for the development of an IHP for every student that wishes to self-administer.

STUDENTS WITH ADRENAL INSUFFICIENCY⁵

The parent/guardian of a student diagnosed with adrenal insufficiency shall notify the school district of the student's diagnosis. Once notified, the district shall observe the following guidelines:

1. The district shall train school personnel who will be responsible for administering the medication for the treatment of adrenal insufficiency and any who volunteer to administer the medication;

- 1 2. The district shall maintain a record of all school personnel who have completed this training;
2 and
3
 - 4 3. If a student is suffering from an adrenal crisis, a school nurse or other licensed health care
5 professional may administer the prescribed medication to the student. If a school nurse or other
6 licensed health care professional is not immediately available, trained school personnel may
7 administer the prescribed medication.
- 8 The Superintendent of Schools shall develop procedures on the administration of medications that treat
9 adrenal insufficiency, including the treatment of an adrenal crisis while on school transportation and
10 during activities such as field trips, and recordkeeping per state law.

Legal References

1. [TCA 49-50-1602](#); [TRR/MS 0520-01-13-.03](#)
2. [TCA 49-50-1602\(d\)\(7\)](#)
3. [State Board of Education Policy 4.205](#); [TRR/MS 0800-01-10](#)
4. [TCA 49-50-1601](#)
5. [TRR/MS 0520-01-13-.04](#); [State Board of Education Policy 4.205](#)

Cross References

Promoting Student Welfare 6.400
Emergency Allergy Response Plan 6.412

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Psychological Services	Descriptor Code: 6.406	Issued Date: 05/07/24
		Rescinds: 6.406	Issued: 04/05/16

1 The Superintendent of Schools will develop a program for making psychological services available to
2 all students.¹ Administrators of this program shall cooperate with other agencies in consultative
3 screening and assessment services.

4 All counseling staff shall respect the right of privacy of the students they counsel. Confidentiality shall
5 be maintained by the counselor except:

- 6 1. Where there is a clear and present danger to the student or other persons;
7
- 8 2. To consult with a psychologist when it is in the best interests of the student; or
9
- 10 3. When the student and/or parent waives this privilege in writing.

11 When a counselor is in doubt about what information to release, the counselor shall consult with the
12 Superintendent of Schools or designee, who may consult with the Board Attorney.

Cross References

Testing Programs 4.700

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Supervision of Students	Descriptor Code: 6.408	Issued Date: 05/07/24
		Rescinds: 6.408	Issued: 04/03/23

- 1 Students enrolled in in-person learning will be under the supervision of school personnel, either
2 certificated or noncertificated,¹ at all times, including play periods and lunch periods, during the school
3 day. During extracurricular activities, students will be under the supervision of school personnel. A
4 volunteer may be utilized during extracurricular activities in the absence of school personnel, provided
5 such volunteer has signed a confidentiality agreement and undergone a background ~~search~~ **check** as
6 required by law, satisfactory and subsequently approved by the ~~Board of Education~~
7 **principal/designee.**
- 8 The principal shall assign students to school personnel and ensure proper supervision.

Legal References

[TCA 49-2-303\(b\)](#)

Cross Reference

Background Investigations 5.118

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Reporting Child Abuse	Descriptor Code: 6.409	Issued Date: 01/09/23
		Rescinds: 6.409	Issued: 04/04/23

General

The Superintendent of Schools shall:¹

1. Designate one employee as the Child Abuse Coordinator (the Coordinator) and an additional employee to serve as the Alternate Child Abuse Coordinator (the Alternate) for each school;
2. Require that the Coordinator and the Alternate receive appropriate training;
3. Supply the Coordinator with all necessary resources;
4. Ensure that all employees working directly with students annually complete the child abuse training program required by state law.²

The Coordinator shall assist any employee with appropriately reporting and responding to instances of child abuse or child sexual abuse.

REPORTING

All personnel shall be alert for any evidence of child abuse, sexual abuse, or neglect.³ If personnel know or have reasonable cause to suspect child abuse, sexual abuse, or neglect, a report shall be filed immediately with the Coordinator, the Department of Children's Services (DCS), and law enforcement.⁴ When alleged abuse involves someone employed by, previously employed by, or otherwise affiliated with the school, the report may be made directly to the DCS and laws enforcement prior to notifying the Coordinator.⁵

The report shall include, to the extent known by the reporter:⁶

1. The name, address, telephone number, and age of the child;
2. The name, telephone number, and address of the parents or persons having custody of the child;
3. The nature and extent of the abuse or neglect; and
4. Any evidence to the cause or any other information that may relate to the cause or extent of the abuse or neglect.

The Superintendent of Schools/designee shall develop reporting procedures, including sample indicators of abuse and neglect, and shall disseminate the procedures to all school personnel.

CONFIDENTIALITY

District employees shall keep all information regarding any child abuse confidential in accordance with state law.

INVESTIGATIONS

School administrators and employees have a duty to cooperate, provide assistance, and information in child abuse investigations⁷ including permitting DCS teams to conduct interviews while the child is at school. The principal may control the time, place, and circumstances of the interview but may not insist that a school employee be present even if the suspected abuser is a school employee or another student. The principal is not in violation of any laws by failing to inform parent(s)/guardian(s) that the child is to be interviewed even if the suspected abuser is not a member of the child's household.⁸

Legal References

1. TCA 49-6-1601
2. TCA 37-1-408; Public Acts of 2022, Chapter No. 841
3. TCA 37-1-403(a)(1); TCA 37-1-412; TCA 37-1-602; TCA 37-1-605(a)(4)
4. TCA 37-1-403(a)(2); TCA 49-6-1601
5. Public Acts of 2022, Chapter No. 781
6. TCA 37-1-403(b)
7. TCA 37-1-611(b)
8. Tenn. Op. Atty. Gen. No. 87-101 (June 9, 1987)

Cross References

Recommendations and File Transfers 5.203
Staff-Student Relations 5.610
Interrogations and Searches 6.303
Student Discrimination, Harassment, Bullying, Cyberbullying, and Intimidation 6.304
Title IX & Sexual Harassment 6.3041
Promoting Student Welfare 6.400

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Homeless Students	Descriptor Code: 6.503	Issued Date: 05/07/24
		Rescinds: 6.503	Issued: 01/09/23

In order to ensure that homeless students have equal access to the same free appropriate public education as provided to other students, the following shall apply:¹

Homeless students are individuals who lack a fixed, regular and adequate nighttime residence and include the following:²

1. Students who are sharing the housing of other persons due to loss of housing, economic hardship or a similar reason; are living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals.
2. Students who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings.
3. Students are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings.
4. Migratory students who meet one of the above described circumstances.

ENROLLMENT

Homeless students shall be immediately enrolled, even if the student is unable to produce records normally required for enrollment (i.e. academic records, immunization records, health records, proof of residency), or missed the district's application or enrollment deadlines.³ Parents/guardians are required to submit contact information to the district's homeless coordinator.³

PLACEMENT

For the purposes of this policy, school of origin shall mean the school that the student attended when permanently housed or the school in which the student was last enrolled, including a preschool/pre-k program.⁴ School of origin shall also include the designated receiving school at the next grade level when the student completes the final grade level served by the school or origin.⁴

Placement shall be determined based on the student's best interest.⁵ At all times, a strong presumption that keeping the student in the school of origin is in the student's best interest shall be maintained, unless doing so would be contrary to a request made by the student's parent/guardian or the student in the case of an unaccompanied youth.⁶ When determining placement, student-centered factors, including but not limited to impact of mobility on achievement, education, health, and safety shall be

considered.⁶ The choice regarding placement shall be made regardless of whether the student lives with their homeless parents/guardians or has been temporarily placed elsewhere.⁷

If it is not in the student's best interest to attend the school of origin, or the school requested by the parent/guardian or unaccompanied youth, the Superintendent/designee shall provide a written explanation of the reasons for the determination, in a manner and form that is understandable to the parent/guardian or unaccompanied youth.⁶ The written explanation shall include a statement regarding the right to appeal the placement decision.⁶ If the placement decision is appealed, the district shall refer the parent/guardian or unaccompanied student to the homeless coordinator, who shall carry out the dispute resolution process as expeditiously as possible and in accordance with the law.⁸ Upon notice of an appeal, the Superintendent of Schools shall immediately enroll the student in the school in which enrollment was sought pending a final resolution of the dispute, including all available appeals.⁸

RECORDS

Records ordinarily kept by the school shall be maintained for all homeless students. Information regarding a homeless student's living situation shall be treated as a student education record, and shall not be considered directory information.⁹

SERVICES¹⁰

The Superintendent shall ensure that each homeless student is provided services comparable to those offered to other students within the district, including transportation, special education services, programs in career and technical education (CTE), programs for gifted and talented students, and school nutrition.

The Superintendent shall designate a district homeless coordinator who shall ensure this policy is implemented throughout the district. The homeless coordinator shall ensure:

1. Homeless students are quickly identified and have access to education and support services, to include Head Start and district pre-k programs;
2. Coordination with local social service agencies and other entities providing services to homeless students;
3. Coordinate transportation, transfer of records, and other interdistrict activities with other school districts;
4. Coordinate transportation to the school of origin or choice for homeless students;
5. Refer homeless students and their families to health care services, dental services, mental health and substance abuse services, and housing services;
6. Assist homeless students in obtaining immunizations, medical or immunization records, and any additional assistance that may be needed;
7. Public notice of the educational rights of homeless students is disseminated in places frequented by parents/guardians of homeless students, including schools, shelters, public libraries, and soup kitchens; and
8. Unaccompanied youth are enrolled and informed of their status as independent students.

The Superintendent of Schools shall develop procedures to ensure that homeless students are recognized administratively and that the appropriate and available services are provided for these students. The Superintendent shall ensure professional development is provided to school personnel providing services to homeless students.

COORDINATOR

The Board of Education designates the following individual to act as the district's homeless coordinator:

~~Ms. Sydney DeBusk~~ **Lauren McGrew**
 100 East Maple Street
 Johnson City, TN 37601
 423.434.5200

Legal References

1. [42 USCA §§ 11431 to 11435; McKinney-Vento Education Assistance Improvements Act of 2001, § 721; State Board of Education 2.103](#)
2. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95\), § 724a\(2\)](#)
3. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(C\)\(i\), § 722\(g\)\(3\)\(H\)](#)
4. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(I\)](#)
5. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(A\)](#)
6. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(B\)](#)
7. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(F\)](#)
8. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(E\)](#)
9. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(3\)\(D\)](#)
10. [McKinney-Vento Act, as amended by ESSA \(Pub. L. 114-95, § 722\(g\)\(4\) - \(6\)](#)

Cross References

Student Transportation Management 3.400
 Parent and Family Engagement 4.502
 Promotion and Retention 4.603
 Attendance 6.200
 School Admissions 6.203
 Student Assignments 6.205
 Transfers Within the System 6.206
 Migrant Students 6.504

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Records Inspection & Correction Procedure	Descriptor Code: 6.602	Issued Date: 05/05/25
		Rescinds: 6.602	Issued: 05/07/24

INSPECTION PROCEDURE

Parent(s)/Guardian(s) of students and students may inspect and review the student's education records upon written request.¹

Parent(s)/Guardian(s) or students shall submit to the records custodian a request which identifies as precisely as possible the record(s) that they wish to inspect, and the records custodian will determine how access will best be arranged as promptly and practicably as possible. This inspection procedure must be completed within 45 days or less from the receipt of the request.

The right to inspect and review educational records includes the right to a response from school officials concerning requests for explanation and interpretation of the data. School officials shall presume that the parent/ guardian has the authority to inspect and review records relating to their child unless the school system has been advised that the parent / guardian does not have the authority under applicable state law governing guardianship, separation, and divorce and provides documentation to that effect.²

When a record contains information about students other than the parent's/ guardian's child, the parent(s)/guardian(s) may not inspect and review that information.²

FEEES FOR COPIES

A reasonable fee for copies provided to parent(s)/guardian(s) will be determined by the Superintendent of Schools. A maximum of three (3) copies of the transcript will be provided free of charge. If the fee represents an unusual hardship, it may be waived in part or entirely by the records custodian.³

CORRECTION PROCEDURES

Parent(s)/Guardian(s) may seek to change any part of the student's record they believe to be incorrect.⁴ The Superintendent of Schools shall develop an acceptable procedure to establish an orderly process to review and correct an education record.

Legal References

1. [34 CFR §§ 99.3, 99.10; TCA 49-1-704](#)
2. [34 CFR § 99.4](#)
3. [34 CFR § 99.11](#)
4. [34 CFR §§ 99.20, 99.21, 99.22](#)
5. [34 CFR §§ 99.3, 99.5; TCA 49-1-704](#)

Cross References

Child Custody/Parental Access 6.209
Bus Safety and Conduct 6.308

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Organizations	Descriptor Code: 6.702	Issued Date: 05/05/25
		Rescinds: 6.702	Issued: 05/07/24

Student organizations are an extension of the academic curriculum and are intended to complement the basic instructional program.

The principal, in cooperation with the faculty and student body representatives, shall approve all organizations within the school.

One or more staff members will serve as sponsors of each organization and will attend all meetings and events. A volunteer may be utilized during the organization's activities in ~~lieu of~~ **in partnership with** one or more staff members provided such volunteer has signed a confidentiality agreement, undergone a background search **check** satisfactory to the Board and has been subsequently approved by the Superintendent of Schools/designee. Each sponsor will evaluate their organization annually and make recommendations concerning changes, continuance, or deletion from the school's activity program.

An approved copy of the aims, objectives, and constitution or bylaws for each organization will be kept on file in the principal's office.

The Superintendent of Schools shall approve all requirements imposed by organizations which have restricted membership.

The nature of any ~~initiation~~ **induction** shall be outlined and presented in writing to the organization sponsor and the principal of the school for approval prior to the actual ~~initiation~~ **induction**. Hazing by students acting alone or with others is strictly prohibited. Any organization which permits an ~~initiation~~ **induction** to go beyond the scope of activities planned and previously approved will be suspended until reinstated by the principal.¹

Sororities, fraternities, and all secret organizations are prohibited.

School groups, either continuing or ad hoc, are not permitted to use the school name in participating in public demonstrations or other activities outside the school unless prior written permission has been granted by the principal ~~or their designated representative~~ **/designee**. In case of violation, appropriate action will be taken when in the judgment of the Superintendent of Schools circumstances warrant.

1. [TCA 49-2-120](#); [TCA 49-6-3401](#)

Extracurricular Activities 4.300
Student Harassment, Bullying, Cyber-bullying, and
Intimidation 6.304

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Class Size Ratios	Descriptor Code: 4.2011	Issued Date: 08/05/24
		Rescinds: 4.2011	Issued: 01/09/23

1 *General*¹

2 Pupil-teacher ratios shall not exceed the averages outlined in state law. Further, class sizes shall not
3 exceed the maximum allowed by state law.¹

4 **WAIVERS**

5 The Superintendent of Schools/designee may seek a waiver from the Commissioner of Education to
6 extend the career and technical education (CTE) classes in grades nine through twelve (9-12) as long
7 as these class sizes do not exceed the maximum class size set for CTE. For grades six through eight (6-
8 8), the class size may be extended, but the class size and average must not exceed those for general
9 education classes in grades seven through twelve (7-12).²

10 If a natural disaster results in the enrollment of displaced students, the Commissioner of Education
11 may grant a waiver from the maximum class sizes.

12 The Superintendent of Schools shall apply for additional waivers as needed in compliance with state
13 law.

Legal References

1. [TCA 49-1-104; TRR/MS 0520-01-02-.31\(4\)](#)
2. [TCA 49-1-104\(g\); Public Acts of 2024, Chapter No. 712](#)

Cross References

Graduation Requirements 4.605
Waivers of Statute, Rules, and Regulations 4.607
Religious Content of Courses 4.804
Student Goals 6.100
Student Concerns 6.305

Johnson City Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Virtual Education Program	Descriptor Code: 4.2121	Issued Date: 06/04/24
		Rescinds: 4.2121	Issued: 01/09/23

General

The Johnson City Schools virtual education program is a course or series of courses offered by a school district system to provide students with a broader range of educational opportunities through the use of technology. Utilizing this program is temporary and shall not replace a student's regular instructional program.¹

Class size ratios for the virtual education program shall comply with the requirements as outlined in state law.²

Virtual education programs³ shall be made available to students for the following purposes:

1. Academic remediation, enrichment, or providing students access to a wider range of courses;
2. Continuity of educational service for students who are homebound;⁴
3. Continuity of educational service for students who are quarantining;⁵
4. Continuity of educational service for students enrolled in an alternative school;⁶ or
5. Continuity of educational service when the district utilizes remote instruction due to dangerous or extreme weather conditions, a serious outbreak of illness affecting or endangering students or staff, or during the administration of end of course examinations or other examinations as allowed per state law.⁷

ELIGIBILITY AND PARTICIPATION REQUIREMENTS

Students shall be eligible to utilize a virtual education program if participating in one of the above educational opportunities. The following factors shall also be taken into consideration when determining eligibility:

1. Attendance;
2. Grades; and
3. Technology survey.

ATTENDANCE

Student attendance in the virtual education program shall adhere to the general requirements of Board of Education policy 6.200 and any relevant administrative procedures.

Methods of confirming student attendance shall include two or more of the following:

1. Students participating in a phone call with a teacher, with parent/guardian support as appropriate for the age of the student;
2. Students participating in synchronous virtual instruction;
3. Students completing work in a learning management system; and
4. Students submitting work via hard-copy or virtual formats.

REMOVAL FROM VIRTUAL EDUCATION PROGRAM

A student may be removed from the virtual education program or denied future enrollment in a virtual education program based on disciplinary issues, attendance issues, or poor academic performance.

Before a student is removed based on poor academic performance, the following interventions shall occur:

1. Notification of parent/guardian; and
2. One-on-one assessment conducted by the principal/designee regarding any learning needs and academic performance.

ENROLLMENT AGREEMENT

The Superintendent of Schools shall work with the Board's attorney to draft an enrollment agreement for students from other school districts that want access to virtual education program courses.

Legal References

1. [TRR/MS 0520-01-03-.05\(2\)](#)
2. [TCA 49-1-104\(h\)](#); [State Board of Education Policy 3.206](#)
3. [TCA 49-16-101](#); [TRR/MS 0520-01-03-.05\(2\)\(a\)](#)
4. [TRR/MS 0520-01-02-.10](#); [TRR/MS 0520-01-09-.07](#)
5. [TRR/MS 0520-01-13-.01\(1\)\(c\)](#)
6. [TRR/MS 0520-01-02-.09](#); [TCA 49-6-3402\(i\)](#)
7. [TCA 49-6-3004\(i\)](#)

Cross References

Emergency Closings 1.8011
Homebound Instruction 4.206
Credit Recovery 4.210
Alternative Education 6.319

Johnson City Board of Education

Monitoring:

**Review: Annually, in
November**

Descriptor Term:

Library Materials

Descriptor Code:

4.4031

Issued Date:

09/04/25

Rescinds:

4.4031

Issued:

05/05/25

The ~~Secondary Supervisor~~ **Superintendent of Schools/designee** shall be responsible for library collection development. They shall post the list of library materials online. Library materials shall be reviewed to ensure the content aligns with state law. Prior to the purchase of new materials, librarians shall review the age and maturity level along with the reading level of the selected items for suitability.¹ A list of new materials shall be reviewed by the ~~Secondary Supervisor~~ **Superintendent of Schools/designee**.

The ~~Secondary Supervisor~~ **Superintendent of Schools/designee** shall be responsible for periodically reviewing the school system's library collection in line with the standards established below. Any materials found to be out of alignment with the standards shall be removed, and this action shall be documented in writing and presented to the Superintendent of Schools and the Board of Education.

STANDARDS²

The library collection shall adhere to the following criteria:

1. Materials shall be suitable for and consistent with the educational mission of the school;
2. Materials shall be appropriate for the age and maturity levels of the students who may access them. The determining factor will be based on an assessment of any mature themes or content (i.e., violence, sexual content, vulgar language, substance abuse);
3. Materials shall contain literary, historical, scientific, and/or artistic value and merit; and
4. The collection as a whole shall offer a variety of viewpoints; and
5. Materials shall not be removed on the sole grounds that the item is religious.

Any materials that meet the following criteria shall be removed and excluded from the school system's library collection:

1. Contains nudity, descriptions or depictions of sexual excitement, sexual conduct, excess violence, or sadomasochistic abuse as defined in state law³;
2. Are patently offensive as defined in state law; or
3. Appeal to the prurient interest as defined in state law.

The Board shall be notified when any library materials are challenged or removed pursuant to this policy.

COMPLAINTS⁴

If a complaint is made by an employee, student, or parent/guardian, the person receiving the complaint shall:

1. Inform the complainant of the selection procedures and make no commitments.
2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
3. Inform the principal (and other appropriate personnel).
4. Keep challenged materials available for use during the reconsideration process.

Upon receipt of the completed form, the principal shall notify the Superintendent of Schools. The principal may request review of the challenged materials by an ad hoc materials review committee within thirty (30) days. If the principal appoints a review committee, it should include certified library media personnel, representatives from classroom teachers, and one or more parents.

The review committee shall take the following steps after receiving the challenged materials:

1. Read, view, or listen to the contested material in its entirety;
2. Check general acceptance of the material by reading recognized and evaluative reviews;
3. Determine the extent to which the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school; and
4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the material for its strength and value.

The principal shall present a recommendation to the Superintendent of Schools. The Superintendent of Schools shall assess the findings along with the recommendation of the principal and present a recommendation to the Board.

The Board shall evaluate the recommendations of the principal and the Superintendent of Schools along with the material to determine whether it is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school. The Board shall review the findings and affirm, overturn, or modify the decision within sixty (60) days from which the feedback was received.

REMOVAL OF LIBRARY MATERIALS

If it is determined that the material is not appropriate for the age and maturity levels of the students who have access to them or is not suitable for, and consistent with, the educational mission of the school, the material shall be removed from the library collection.

Legal References

1. [*Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 \(1982\); TCA 49-6-3803](#)
2. [TCA 49-6-3803\(a\),\(b\); Public Acts of 2025, Chapter No. 270](#)
3. [TCA 39-17-901](#)
4. [TCA 49-6-3803\(e\), \(f\)](#)

Cross References

Textbooks and Instructional Materials 4.400
School and System Websites 4.407
Controversial Materials 4.801

Johnson City Board of Education

	Descriptor Term: Title IX & Sexual Harassment	Descriptor Code: 6.3041	Issued Date: 05/05/25
		Rescinds: 6.3041	Issued: 05/07/24

In order to maintain a safe, civil, and supportive learning environment, all forms of sexual harassment and discrimination on the basis of sex are prohibited.¹ This policy shall cover employees, employees' behaviors, students, and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop in accordance with federal law. This policy shall be disseminated annually to all school staff, students, and parent(s)/guardian(s).² The Title IX Coordinator as well as any personnel chosen to facilitate the grievance process shall not have a conflict of interest against any party of the complaint.³ These individuals shall receive training as to how to promptly and equitably resolve student and employee complaints.³

All employees shall receive training on complying with this policy and federal law.⁴

TITLE IX COORDINATOR⁵

The Title IX Coordinator shall respond promptly to all general reports as well as formal complaints of sexual harassment. They shall be kept informed by school-level personnel of all investigations and shall provide input on an ongoing basis as appropriate.

Any individual may contact the Title IX Coordinator at any time using the information below:

Students:

Title: Ms. Tammy ~~Pearee~~ **Larkey**

Email: ~~pearee~~**larkeyt**@jcschools.org

Phone number: 423-434-5200

Mailing address: P.O. Box 1517, Johnson City, Tennessee 37605

Employees:

Title: Ms. Amber Forbes

Email: hr-info@jcschools.org

DEFINITIONS⁴

“Complainant” is an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

“Respondent” is an individual who is reported to be the perpetrator of conduct that could constitute sexual harassment.

“Sexual harassment” is conduct on the basis of sex that satisfies one or more of the following:³

1. A school district employee conditioning an aid, benefit, or service of an education program or activity on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the education program or activity; or
3. Sexual assault,⁶ dating violence,⁷ domestic violence,⁸ or stalking⁹ as defined in state and federal law.

Behaviors that constitute sexual harassment may include, but are not limited to:

1. Sexually suggestive remarks;
2. Verbal harassment or abuse;
3. Sexually suggestive pictures;
4. Sexually suggestive gesturing;
5. Harassing or sexually suggestive or offensive messages that are written or electronic;
6. Subtle or direct propositions for sexual favors; and
7. Touching of a sexual nature.
8. Repeated unwanted contact either in person or electronically.

Sexual harassment may be directed against a particular person or persons, or a group, whether of the opposite sex or the same sex.

"Supportive measures" are non-disciplinary, non-punitive, individualized services and shall be offered to the complainant and the respondent, as appropriate. These measures may include, but are not limited to, the following:

1. Counseling;
2. Course modifications;
3. Schedule changes; and
4. Increased monitoring or supervision.

The measures offered to the complainant and the respondent shall remain confidential to the extent that maintaining such confidentiality would not impair the ability of the school district to provide the supportive measures.

GRIEVANCE PROCESS

Upon learning of an instance of alleged sexual harassment, even if no formal complaint is filed, the Title IX Coordinator shall:

1. Promptly contact the complainant to discuss the availability of supportive measures;
2. Consider the complainant's wishes with respect to supportive measures;
3. Inform the complainant of the availability of supportive measures; and
4. Explain the process for filing a formal complaint.¹⁰

While the school district will respect the confidentiality of the complainant and the respondent as much as possible, some information may need to be disclosed to appropriate individuals. All disclosures shall be consistent with the school district's legal obligations and the necessity to investigate allegations of harassment and take disciplinary action.

Disciplinary consequences or sanctions shall not be initiated against the respondent until the grievance process has been completed. Unless there is an immediate threat to the physical health or safety of any student arising from the allegation of sexual harassment that justifies removal, the respondent's placement shall not be changed.¹¹ If the respondent is an employee, they may be placed on administrative leave during the pendency of the grievance process.¹² The Title IX Coordinator shall keep the Superintendent of Schools informed of any employee respondents so that they can make any necessary reports to the State Board of Education in compliance with state law.¹³

Complaints

Any individual who has knowledge of behaviors that may constitute a violation of this policy shall immediately report such information to the Title IX Coordinator, however, nothing in this policy requires a complainant to either report or file a formal complaint within a certain timeframe. If the complaint involves the Title IX Coordinator, the complaint shall be filed with the Superintendent of Schools.

If a complaint involves allegations of child abuse, including child abuse on school grounds, appropriate notification shall be made per the board policy on reporting child abuse.

Upon receipt of a formal complaint, the Title IX Coordinator shall promptly:¹⁴

1. Provide written notice of the allegations, and the grievance process to all known parties to give the respondent time to prepare a response before an initial interview;
2. Inform the parties of the prohibition against making false statement or knowingly submitting false information;
3. Inform the parties that they may have an advisor present during any subsequent meetings; and
4. Offer supportive measures in an equitable manner to both parties.

If the Title IX Coordinator dismisses a complaint, written notice, including the reasons for dismissal, shall be provided to both parties simultaneously.¹⁵

Investigations¹⁶

The Title IX Coordinator shall serve as the investigator and be responsible for investigating complaints in an equitable manner that involves an objective evaluation of all relevant evidence. The burden for obtaining evidence sufficient to reach a determination regarding responsibility rests on the school district and not the complainant or respondent.

Once a complaint is received, the investigator shall initiate an investigation within forty-eight (48) hours of receipt of the complaint. If an investigation is not initiated within forty-eight (48) hours, the investigator shall provide the Title IX Coordinator with appropriate documentation detailing the reasons why the investigation was not initiated within the required timeframe.

All investigations shall be completed within twenty (20) calendar days from the receipt of the initial complaint. If the investigation is not complete within twenty (20) calendar days, the investigator shall provide the Title IX Coordinator with appropriate documentation detailing the reasons why the investigation has not been completed.

All investigations shall:

1. Provide an equal opportunity for the parties to present witnesses and evidence;
2. Not restrict the ability of either party to discuss the allegations under investigation or gather and present relevant evidence;
3. Refrain from requiring, allowing, relying upon, or otherwise using questions or evidence that seek disclosure of information protected under a legally recognized privilege unless such privilege has been waived;¹⁷
4. Provide the parties with the same opportunities to have others present during any grievance proceeding;
5. Provide to parties whose participation is requested written notice of the date, time, location, participants, and purpose of all investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
6. Provide both parties an equal opportunity to inspect and review any evidence directly related to the allegations in the formal complaint; and
7. Result in the creation of an investigative report that fairly summarizes relevant evidence.
 - a. Prior to the completion of the investigative report, the investigator shall send to each party the evidence subject to inspection and review. All parties shall have at least ten (10) days to submit a written response which shall be taken into consideration in creating the final report.

Within the parameters of the federal Family Educational Rights and Privacy Act,¹⁸ the Title IX Coordinator shall keep the complainant and the respondent informed of the status of the investigation process. At the close of the investigation, a written final report on the investigation will be delivered to the parent(s)/guardian(s) of the complainant, parent(s)/guardian(s) of the respondent, and to the Superintendent of Schools.

Determination of Responsibility¹⁹

The respondent is presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.²⁰ The preponderance of the evidence standard shall be used in making this determination.²¹

The Title IX Coordinator shall act as the decision-maker. They shall receive the final report of the investigation and allow each party the opportunity to submit written questions that they want asked of any party or witness prior to determining responsibility.

The decision-maker shall make a determination regarding responsibility and provide the written determination to the parties simultaneously along with information about how to file an appeal.

A substantiated charge against a student may result in corrective or disciplinary action up to and including expulsion. A substantiated charge against an employee shall result in disciplinary action up to and including termination.

After a determination of responsibility is made, the Title IX Coordinator shall work with the complainant to determine if further supportive measures are necessary. The Title IX Coordinator shall also determine whether any other actions are necessary to prevent reoccurrence of the harassment.

APPEALS²²

Either party may appeal from a determination of responsibility based on a procedural irregularity that affected the outcome, new evidence that was not reasonably available at the time of the determination that could affect the outcome, or an alleged conflict of interest on the part of the Title IX Coordinator or any personnel chosen to facilitate the grievance process. Appeals shall be submitted to the Title IX Coordinator within ten (10) days of a determination of responsibility.

Upon receipt of an appeal, the Title IX Coordinator shall:

1. Assign an impartial hearing officer within five (5) days of receipt of the appeal; and
2. Notify the parties in writing.

During the appeal process, the parties shall have a reasonable, equal opportunity to submit written statements. Within ten (10) calendar days, the hearing officer shall issue a written decision describing the result of the appeal and the rationale for the result. The written decision shall be provided simultaneously to both parties.

RETALIATION²³

- 1 Retaliation against any person who makes a report or complaint or assists, participates, or refuses to
- 2 participate in any investigation of an act alleged in this policy is prohibited.

Legal References

1. [34 CFR § 106.1](#)
2. 34 CFR § 106.8(b),(c)
3. 34 CFR § 106.45(b)(1)(iii); 34 CFR § 106.45(b)(10)(D)
4. 34 CFR § 106.30(a)
5. 34 CFR § 106.8(a)
6. [20 USCA 1092\(f\)\(6\)\(A\)\(v\)](#); [TCA 36-3-601\(10\)](#); [TCA 71-6-302](#)
7. [34 USCA 12291\(a\)\(10\)](#)
8. [34 USCA 12291\(a\)\(8\)](#); [TCA 40-14-109](#)
9. [34 USCA 12291\(a\)\(30\)](#); [TCA 39-17-315](#); [TCA 36-3-601\(11\)](#)
10. 34 CFR § 106.44(a)
11. 34 CFR § 106.44(c)
12. 34 CFR § 106.44(d)
13. [TRR/MS 0520-02-03-.09\(2\)](#); [TCA 49-5-417\(c\)](#)
14. 34 CFR § 106.45(b)(2)
15. 34 CFR § 106.45(b)(3)
16. 34 CFR § 106.45(b)(5); 34 CFR § 106.45(b)(1)(v)
17. 34 CFR § 106.45(b)(1)(x)
18. [20 USCA § 1232g](#)
19. 34 CFR § 106.45(b)(7)
20. 34 CFR § 106.45(b)(1)(iv)
21. 34 CFR § 106.45(b)(1)(vii)
22. 34 CFR § 106.45(b)(8)
23. 34 CFR § 106.71

Cross References

Section 504 and ADA Grievance Procedures 1.802
 Discrimination/Harassment of Employees (Sexual, Racial,
 Ethnic, Religious) 5.500
 Complaints and Grievances 5.501
 Staff-Student Relations 5.610
 Code of Conduct 6.300
 Student Discrimination, Harassment, Bullying, Cyber-
 bullying, and Intimidation 6.304
 Student Concerns 6.305
 Reporting Child Abuse 6.409

Johnson City Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Involvement in Decision-Making	Descriptor Code: 6.3051	Issued Date: 05/07/24
		Rescinds: 6.3051	Issued: 07/01/00

- 1 Students may initiate or react to proposals for change in educational practice, rules or policies. Such
2 proposal(s) for change will be considered by the faculty, the administration and/or the Board of
3 Education as appropriate.
- 4 Building administrators and teachers are expected to encourage discussion by students and to convey
5 ideas and concerns to the Board of Education through the Superintendent of Schools. **Students are**
6 **also provided a voice on the Board through the student Board member.** Final decisions will
7 always rest with the Board or with the administrator(s) to whom the Board has delegated
8 responsibility.

Cross References

Appeals To & Appearances Before the Board 1.404

Johnson City Board of Education

Monitoring:

Review: Annually, in
May

Descriptor Term:

Student Surveys, Analyses, and Evaluations

Descriptor Code:

6.4001

Issued Date:

05/05/25

Rescinds:

6.4001

Issued:

05/07/24

Surveys, analyses and evaluations for research purposes shall be allowed by the Board of Education when the project is viewed as contributory to greater understanding of the teaching-learning process, the project does not violate the goals of the Board, and the disruption of the regular school program is minimal. The Superintendent of Schools shall develop administrative procedures for approving requests for conducting surveys, analyses or evaluations by agencies, organizations, or individuals. The requests shall outline what is to be done, who is to be involved and how the results will be used and distributed.¹ **Science Hill High School's Advanced Placement (AP) Research Program will have its own Institutional Review Board (IRB) and research procedures.**

Prior to the dissemination of a survey, analysis, or evaluation to students, parents shall be notified of their ability to review the materials.¹ Such notification shall include information indicating the purpose of the survey, analysis, or evaluation as well as who will have access to the results. The survey, analysis, or evaluation shall only be administered to students under the age of eighteen (18) whose parent(s) or guardian(s) provide written, informed, and voluntarily signed consent. A student who is eighteen (18) years of age or older may participate after ~~he-she~~ **they** provides written, informed, and voluntarily signed consent. The Superintendent of Schools shall develop procedures for granting such parental requests.¹

No student shall be required, as part of any program, to submit to a survey, analysis or evaluation that reveals information concerning: ^{1,2}

1. mental or psychological problems of the student or the student's family;
2. sexual behavior or attitudes;
3. illegal, anti-social, self-incriminating, or demeaning behavior;
4. critical appraisals of other individuals with whom respondents have close family relationships;
5. legally privileged relationships;
6. income; or
7. the collection of student biometric data involving the analysis of facial expressions, EEG brain wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse, blood volume, posture, and eye-tracking³ without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent.

The collection of the following student data is strictly prohibited:⁴

1. political affiliation or voting history;
2. religious practices; and
3. firearm ownership.

COLLECTING, DISCLOSING OR USING INFORMATION FOR MARKETING⁵

The school system will not collect, disclose or use personal student information for the purpose of marketing or selling that information or otherwise providing that information to others for that purpose.

This portion of the policy does not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for or to students or educational institutions to the extent allowed by law, such as the following:

- College or other postsecondary education recruitment or military recruitment.
- Book clubs, magazines and programs providing access to low-cost literary products.
- Tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
- The sale by students of products or services to raise funds for school-related or education-related activities.
- Student recognition programs.

Legal References

1. [TCA 49-2-211](#)
2. [20 USCA § 1232h](#)
3. [TCA 49-1-706](#)
4. [TCA 49-1-705](#)
5. [20 USCA § 1232h\(c\)\(1\), \(4\)](#)

Cross References

Testing Programs 4.700
Educational Research 4.210
Student Records, Notification of Rights 6.601

Johnson City Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Pediculosis (Head Lice)	Descriptor Code: 6.4031	Issued Date: 05/07/24
		Rescinds: 6.4031	Issued: 04/03/23

1 No student will be denied an education solely by reason of head lice infestation. Their educational
2 program shall be restricted only to the extent necessary to eliminate the risk of transmitting the
3 infestation.

4 It shall be the responsibility of the principal or school nurse to notify the affected child's
5 parents/guardians in the event a child has pediculosis (head lice). Information will be sent home with the
6 child to explain the condition, the treatment, requirements for readmission, and deadlines for satisfactory
7 completion of the treatment.

8 **Exclusion Procedure:** When lice are noted, the child may be excluded from school.

9 **Re-admission Procedure:** After treatment and removal of all lice, the parent must bring the child to the
10 office of the Johnson City School Nurses or to the school-based nurse, if applicable, for an examination.
11 An admit form will be given to the parent if the child is free of live lice.

12 A student will be expected to have met all requirements for treatment and return to school ~~no later than~~
13 ~~two (2) days following exclusion for head lice~~ **before returning to school.** ~~All days in excess of the~~
14 ~~allowable period will be marked as unexcused and referred to the attendance supervisor at the proper~~
15 ~~time.~~

Legal References

1. [TRR/MS 1200-14-01-.24](#)

Purpose

To provide an overview of school-based telehealth options and outline the rationale for exploring a partnership with East Tennessee Children's Hospital (ETCH) to support student health needs during the school day.

Background

School-based telehealth allows students to be evaluated by a medical provider while remaining on campus, reducing time out of class and minimizing barriers for families related to transportation and missed work. Telehealth services are intended to support school nurses and complement—not replace—students' existing primary care providers.

Rationale for Considering East Tennessee Children's Hospital

East Tennessee Children's Hospital may be a stronger fit for school-based telehealth based on the following factors:

- **Pediatric-Specific Care**
ETCH is exclusively focused on pediatric patients, ensuring care is tailored to children's medical needs.
 - **Timeliness of Care**
ETCH's telehealth process offers shorter wait times, allowing students to be evaluated promptly and return to class when appropriate.
 - **Neutrality and Fairness**
Our area includes multiple qualified physician groups. Partnering with a provider outside the immediate local market helps maintain neutrality and avoids the perception of favoritism among local healthcare providers.
 - **Dedicated School-Based Provider Model**
ETCH has the ability to assign dedicated providers for school telehealth, improving consistency, communication, and familiarity with school protocols.
 - **Support for School Nurses**
The model reinforces the school nurse as the on-site medical professional while providing timely physician-level consultation when needed.
-

School Health Advisory Committee (SHAC) Involvement

East Tennessee Children's Hospital presented their telehealth model at a School Health Advisory Committee (SHAC) meeting on October, 2nd 2025.

Attendees included:

- Dr. Ginger Carter
- Dr. Allecia Frizzell
- Dr. Greg Wallace
- Leia Valley
- Collin Brooks
- Jennifer Norton
- Brenda Grunder

This presentation allowed for discussion of process, provider availability, and alignment with school health operations.

Relationship with Ballad Health

This consideration is not a reflection of the quality of care provided by Ballad Health, which remains a valued healthcare partner in our community. The focus is solely on identifying the telehealth model that best aligns with student needs, school operations, and system-wide equity.

Next Steps if approved-

- Continue discussion with East Tennessee Children's Hospital
- Review technology, training, and consent requirements
- Determine pilot or phased implementation options
- Establish a potential implementation timeline

BOARD OF EDUCATION CALENDAR OF EVENTS

MARCH 2026

March 2, 2026	Special Session to Review Policy, 5 p.m., Maple Room
March 2, 2026	Regular Board Meeting, 6 p.m., Board Room
March 13-15, 2026	COSSBA, Louisville, Kentucky
March 16-20, 2026	Spring Break
March 23, 2026 (TBD)	SHHS Awards Program (hosted by BOE), 6 p.m., SH Auditorium

April 2026

April 3, 2026	Vacation for students
April 6, 2026	Regular Board Meeting, 6 p.m., Board Room

May 2026

May 4, 2026	Regular Board Meeting, 6 p.m., Board Room
May 22, 2026	Last Day of School for 2024-2025 SY – ½ day for students
May 23, 2026	Administrative Day
May 23, 2026	SHHS Graduation, 10 a.m. Freedom Hall
May 25, 2026	Holiday for All Schools and All 12-month employees

June 2026

June 1, 2026	Regular Board Meeting, 6 p.m., Board Room
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July 2026

July 3, 2026	Independence Day Holiday for all 12-month employees
July 6, 2026 (TBD)	Regular Board Meeting, 6 p.m., Board Room (Subject to change)

<i>March 5, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>March 8, 2026</i>	<i>Daylight Savings Time Begins March</i>
<i>16-20, 2026</i>	<i>Johnson City Schools Spring Break</i>
<i>March 17, 2026</i>	<i>St. Patrick's Day</i>
<i>March 19, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>

<i>April 2, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>April 3, 2026</i>	<i>Good Friday</i>
<i>April 5, 2026</i>	<i>Easter Sunday</i>
<i>April 16, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>

<i>May 5, 2026</i>	<i>Cinco de Mayo</i>
<i>May 7, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>May 10, 2026</i>	<i>Mother's Day</i>
<i>May 21, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>May 25, 2026</i>	<i>Memorial Day</i>

<i>June 4, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>June 18, 2026</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>June 21, 2026</i>	<i>Fathers' Day</i>

<i>July 4, 2026</i>	<i>Independence Day</i>
<i>July 2026 (TBD)</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>
<i>July 2026 (TBD)</i>	<i>City Commission Meeting, 6 p.m., City Hall</i>

	Date Closed	School	Position	Person Replaced/ New Positon	Reson For Leaving	Date Leaving	Hire	
				CLASSIFIED				
3477	8/31/2025	LBMS	Custodain	Bobby Harrel	No show after hired	No Show	Brizard	Mary
3540	12/15/2025	Fairmont	RTI Assistant	Janah Redman	Transfer to LBMS	12/19/2025	Holley	Margaret
3547	1/12/2026	Central Office	Bookkeeper	Laquata Lazenby	Transfer to Student Serv.	1/2/2026	Knotts	Leah
3548	1/10/2026	TBD	RTI-B Assistant	Madilyn Gabriel	Resignation	12/19/2025	Oncale	Ricky
3550	1/16/2026	Mt View	RTI Assistant	Nicolette Brown Barbara Gemar	Resignation Resignation	1/15/2026 12/19/2025	Medina Hoover	Latanna Joshua
3551	1/12/2026	Lake Ridge	SPED Assistant (Part Time)	Sydney Booher	Resignation	1/7/2026	Moticak	Brooke
3552	1/12/2026	Lake Ridge	Technology Assistant	Keegan Veslor	Resignation	1/30/2026	Whitney	Gary
3553	Until Filled	LBMS	Assistant Track Coach	Kaitlyn Wright	Resignation	1/12/2026	Mrozek	Tennessee
3554	1/18/2026	LBMS	RTI Assistant	Stephanie Poole	Transfer to NS/MT View	1/23/2026	Miller	Logan
3555	1/18/2026	SHHS	Technology Assistant	Tristan Best	Transfer to Tech 1	1/20/2026	Edwards	Zachary
3556	1/21/2026	LBMS	Perm Sub	April Morgan	Resignation	1/23/2026	Lahr	Joshua
3546	Until Filled	Woodland	EduCare Assistant	Isabel "Matthew" Gardenhour	Resignation	1/9/2026	Tester	Mary Grace
3557	1/25/2026	South Side	Part Time Instructional Assistant	Chelsie Graybeal	Resignation	1/30/2026	Price	Danielle
3558	1/31/2026	Towne Acres	Acadmeic Tutor	Added Postion booster funded				
3559	1/26/2026	Cherokee	RTI Assistant	Stephanie Tovar	Resignation	2/3/2026	Matherly	Carrie
3560	1/26/2026	Fairmont	CDC Special Education Assistant	Tennessee Mrozek	Resignation	1/16/2026	Bailey	Ashlie
3562	1/27/2026	Fairmont	PT SPED Assistant	Rachel Forlow	Resignation	1/23/2026		
3563	2/1/2026	South Side	Bookkeeper	Leah Knotts	Transfer CO Bookkeeper	TBD		
3564	2/7/2026	Lake Ridge	Care Counselor	Misty Petrovic	Resignation	2/9/2026	Arendale	Kristie
3565	2/3/2026	ITMS	Custodian	Sarah Kishi	Terminated	1/16/2026		
3566	2/9/2026	North Side	SPED Assistant	Lily Brock	Resignation	2/13/2026		
3568	2/14/2026	LBMS	RTI Assistant	Audrey Steele	Resignation	2/6/2026		
3570	2/15/2026	Fairmont	RTI-B Assistant	Greag Besley	Resignation	2/13/2026		
3571	Until Filled	SHHS	Assistant Track Coach	Elijah Mathes Molly Foster	Resignation Resignation	2/9/2026 2/9/2026		

Posting	Date Closes	School	Position	Person Replaced/ New Position	Reason for Leaving	Date Leaving	Hire	
				CERTIFIED				
3539	12/15/2025	Mkt. St Campus	Interim SS Teacher	Michael Fields	Leave	12/09/2025- 02/06/2026		
3561	1/27/2026	North Side	Interim STEM Teacher	Luann Rolston	Leave	1/5/2026- 3/24/2026		
3567	2/14/2026	South Side	Interim 1st Grade Teacher	Hayley Icenhour	Leave	2/23/2026- ESY 2025-2026		
3569	2/20/2026	Lake Rldge	Interim 4th Grade Sci/SS Teacher	Karen Anderson	Leave	4/5/2026- 5/18/2026		



JOHNSON CITY SCHOOLS

Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

Donation Submittal to BOE Form

School/Program: Cherokee Elementary School_____

Form Submitted From: Danielle Bowling Bookkeeper

Date: 1/27/2026_____

Amount: \$1100.00_____
PTA _____

Donor: Cherokee School

Donation Stipulation/Restriction/Use:

AR renewal and Clinic donation

Accelerated Reader - Subscription Renewal

(RECEIVED ON 2/4/2026 - MB)

(Donation Form Updated 12/5/2025)



BOARD OF EDUCATION

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Dr. Erin Slater, Superintendent of Schools

Donation Submittal to BOE Form

School/Program: North Side Elementary

Form Submitted From:

Madison Olson (Bookkeeper)

Date: 2-13-26

Amount: \$200.00

Donor: Charles Muse

Donation Stipulation/Restriction/Use:

This is a restricted donation that is to be used
for the North Side food pantry.

(Received on 2/13/2026 -MB)

(Donation Form Updated 12/5/2025)



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Dr. Erin Slater, Superintendent of Schools

Donation Submittal to BOE Form

School/Program: Towne Acres

Form Submitted From: Richard Hutson/Hunter Tester Date: 02/11/2026

Amount: \$1,150.20

Donor: Towne Acres PTA

Donation Stipulation/Restriction/Use:

Donation from Towne Acres PTA to be used on books for Kindergarten.

(RECEIVED ON 2/11/2026 - MB)

(Donation Form Updated 12/5/2025)



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Donation Submittal to BOE Form

School/Program: Towne Acres Elementary

Form Submitted From: Richard Hutson/Hunter Tester

Date: 01/20/2026

Amount: \$500.00

Donor: UP & AT 'EM

Donation Stipulation/Restriction/Use:

General Donation from Up & At 'Em for Turkey Trot participation.

(RECEIVED ON 2/11/2026 - MB)

(Donation Form Updated 12/5/2025)



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Donation Submittal to BOE Form

School/Program: Towne Acres

Form Submitted From: Richard Hutson/Hunter Tester **Date:** 02/10/2026

Amount: \$200.00

Donor: TA Twirlers

Donation Stipulation/Restriction/Use:

General donation from Towne Acres Twirlers club.

(RECEIVED ON 2/11/2026 - MB)

(Donation Form Updated 12/5/2025)



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Donation Submittal to BOE Form

School/Program: Liberty Bell Middle School_____

Form Submitted From:

Kelsey Walker/Heather Lonon

_____

Date: 2-11-2026_____

Amount: \$105.00_____

Donor: LBMS Basketball

Booser Club_____

Donation Stipulation/Restriction/Use:

To cover the cost of sponsor banners

(RECEIVED ON 2/18/2026 - MB)

(Donation Form Updated 12/5/2025)



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Donation Submittal to BOE Form

School/Program: Liberty Bell Middle School_____

Form Submitted From:

Kelsey Walker/Heather Lonon

Date: 2-11-2026_____

Amount: \$445.20_____

Donor: LBMS Basketball
Booster Club_____

Donation Stipulation/Restriction/Use:

To cover the cost of basketball tees

(RECEIVED ON 2/18/2026 - MB)

(Donation Form Updated 12/5/2025)



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Dr. Erin Slater, Superintendent of Schools

Donation Submittal to BOE Form

School/Program: SHHS STEM/Robotics

Form Submitted From: **Bookkeeper Dorothy Holmer**

[REDACTED]

Date: JAN 28 2026

Sonic Pure

Amount: \$1000 IN SMALL EQUIPMENT/PARTS

Donor: Robbie Korn

Donation Stipulation/Restriction/Use:

NA

(RECEIVED ON 1/30/2026 - MB)

(Donation Form Updated 12/5/2025)



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Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

Donation Submittal to BOE Form

School/Program: Topper Academy

Form Submitted From:

Teresa Bishop / Shanna Fudge

Date: 1/29/26

Amount: _____

Donor: Five Below

Donation Stipulation/Restriction/Use:

Box of Christmas gloves, Box of Christmas pillows, 4 boxes of Christmas slippers, 5 boxes of Christmas pj's, 4 boxes of tumblers, 1 box of jewelry, 4 boxes of ornaments, 1 box of glass cups, 2 boxes of candy, 1 box of seasonal snacks

(RECEIVED ON 2/16/2026 - MB)

(Donation Form Updated 12/5/2025)



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Post Office Box 1517, Johnson City, TN 37605 www.jcschools.org (423) 434-5200
Dr. Erin Slater, Superintendent of Schools

Donation Submittal to BOE Form

School/Program: Wrestling

Form Submitted From:

~~XXXXXXXXXX~~ Jimmy Miller

Date: 2/11/26

Amount: \$400.00

Donor: Zeke Moisey

Donation Stipulation/Restriction/Use:

Donation to be deposited into fundraising
Acct at SHHS (L95015) for future
seasonal wrestling needs.

(Donation Form Updated 12/5/2025)



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Paula Treece, Secretary

Dr. Ginger Carter

Thomas Hager, Jr

Jonathan Kinnick

Celia Martin

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JOHNSON CITY SCHOOLS

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

Donation Submittal to BOE Form

School/Program:

From: Dr. Chelsea Lee

CL

Date: 02/13/2026

Amount: \$600

Donor: Omni Source

Donation Stipulation/Restriction/Use:

To be used on Swing Set purchase for Mountain View



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Dr. Ginger Carter Thomas Hager, Jr Kathy Hall Celia Martin

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March Professional Development (As of Feb. 16)

Event Title	Event Categories	Event Start Date	Location	Confirmed
De-escalation and Skill Development	All Classes	3/2/2026	The Learning Center	17
SHHS Algebra 1 Content Meeting	All Classes	3/3/2026	Science Hill High School	2
ESL Quarterly Collaborative Meeting	All Classes ESL	3/3/2026	The Learning Center	9
ELA-borate! Tell me more! (North Side)	All Classes English Language Arts	3/3/2026	North Side Elementary School	0
SHHS Algebra 1 Content Meeting	All Classes	3/10/2026	Science Hill High School	1
ITMS/LBMS District Monthly Content Meetings	All Classes	3/11/2026		7
STEM in Action: Resources for Hands-On Learning	All Classes	3/11/2026	Towne Acres Elementary School	1
LBMS SST Monthly Meeting	All Classes	3/24/2026	Liberty Bell Middle School	3
LBMS Leadership Team Meeting	All Classes	3/25/2026	Liberty Bell Middle School	4
504 Content Meeting	All Classes	3/26/2026	The Learning Center	6
Finding Your Way Through Wayground	All Classes	3/26/2026	Lake Ridge Elementary School	5
SHHS Algebra 1 Content Meeting	All Classes	3/31/2026	Science Hill High School	0
Special Education Content Meeting	All Classes	3/31/2026	Liberty Bell Middle School	5
TOTAL				60

2026 Board Committee Reports

- **Athletic Committee** – Rick Smith, Jonathan Kinnick and Paula Treece
- **Communications Committee** – Celia Martin and Paula Treece
- **Collaborative Learning Council (CLC):**
(Usually, the 4th Tuesday of every month from 3:30-5:30 pm)
 - January 27, 2026 - Kathy Hall – (Location: Towne Acres)
 - February 24, 2026 - Celia Martin – (Location: Fairmont)
 - March 24, 2026 - Dr. Ginger Carter - (Location: SHHS CTE)
 - August 2026 TBD - Tom Hager – (Location: TBD)
 - September 2026 TBD - Rick Smith – (Location: TBD)
 - October 2026 TBD - Jonathan Kinnick – (Location: TBD)
 - November 2026 TBD - Paula Treece – (Location: TBD)
- **Facilities/Capital Improvements/Site Selection Committee** – Dr. Ginger Carter, Kathy Hall and Jonathan Kinnick
- **Finance Committee** – Rick Smith, Tom Hager, Kathy Hall, and Jonathan Kinnick
- **Foundation Board** – Celia Martin and Kathy Hall
- **Policy Committee** – Kathy Hall, plus one other Board Member:

Section	Committee Meets	Board Review 5:00 pm	Board Member
One – School Board Operations	August	November	Celia Martin
Three – Support Services	September	November	Tom Hager
Five – Personnel	October	November	Paula Treece
Six – Students	November	February	Dr. Ginger Carter & Student Reps
Four – Instructional Services	December	March	Jonathan Kinnick
Two – Fiscal Management	January	March	Rick Smith

- **School Zone Assignment Advisory Committee** – Celia Martin, Tom Hager and Paula Treece
- **Sick Leave Bank Trustee** – Tom Hager
- **Superintendent’s Compensation Committee** – Paula Treece (Chair) and Rick Smith
- **Legislative Liaison** – Paula Treece
- **Safety Security Committee** - Dr. Ginger Carter, Kathy Hall and Jonathan Kinnick
- **Student Activities Committee** – Rick Smith, Kathy Hall, and Paula Treece
- **JC Council of PTAs Committee** - Paula Treece
- **Hall of Fame Committee** – Paula Treece
- **Student Health Advisory Committee: SHAC** - Dr. Ginger Carter and Paula Treece

COMMITTEE	BOARD REP(S)	CO SUPERVISOR/JCS EMPLOYEE	FREQUENCY / Special Notes
Athletic Committee	Smith, Kinnick, Treece	K. Turner, J. Carter	As needed
Communications Committee	Martin, Treece	C. Brooks	Quarterly
Collaborative Learning Council	Rotates by month	A. Frizzell	Monthly
Facilities/Capital Improvements/Site Selection Committee	Carter, Hall, Kinnick	J. Barnes, G. Wallace, E. Slater	As Needed
Finance Committee	Smith, Hager, Hall, Kinnick	L. Valley	As Needed
Foundation Board	Martin, Hall	M. Stukes	Quarterly
Policy Committee	Hall, + board rotation	A. Forbes	August - January as scheduled
School Zone Assignment Advisory Committee	Martin, Hager, Treece	T. Larkey	As Needed
Sick Leave Bank Trustee	Hager	T. Larkey	As Needed
Superintendent's Compensation Committee	Hall, Smith	L. Valley; A. Forbes	As Needed

Legislative Liaison	Treece	None	
Safety Security Committee	Carter, Hall, Kinnick	G. Wallace	As Needed
Student Activities Committee	Smith, Hall, Treece	J. Carter	As Needed
JC Council of PTA's Committee	Treece	None	
Hall of Fame Committee	Treece	C. Brooks	As Needed
Student Health Advisory Committee	Carter, Treece	G. Wallace, J. Norton	As Needed