

**Maryville City Schools**  
**833 Lawrence Avenue**  
**Maryville, TN 37803**

**BOARD OF EDUCATION**  
**REGULAR MEETING**

**5:30 PM, MARCH 18, 2024**  
**SAM HOUSTON ELEMENTARY SCHOOL**

- I. CALL TO ORDER** **CHAIR ELDER**  
**MOMENT OF SILENCE**  
**PLEDGE OF ALLEGIANCE** Lydia Manis – Third grade
- II. UPDATE FROM SAM HOUSTON ELEMENTARY SCHOOL** Molly Rice, Principal
- III. ADOPT AGENDA**
- IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**
- V. CONSENT AGENDA ITEMS**
1. Approve Minutes of February 19, 2024, meeting (Attachment)
  2. Ratify Executive Committee approval for Maryville High School Wrestling Team overnight trip to Franklin, Tennessee – Funding Source: Maryville High School Athletics (Attachment A1)
  3. Approve Maryville High School BC Robotics Club overnight trip to Cleveland, Ohio to attend the Buckeye Regional Robotics Competition – Funding Source: Students (Attachment A2)
  4. Ratify Executive Committee approval of the contract with Cope Architecture for the design services for renovation of the practice field at Maryville Junior High School – Funding Source: General Purposes Reg Capital Outlay-Architectural Fees (Attachment A3)
  5. Ratify Executive Committee approval of the contract with Cope Architecture for design services for renovation of the current Maryville Academy building – Funding Source: General Purpose Reg Capital Outlay-Architectural Fees (Attachment A4)
  6. Ratify Executive Committee approval for Maryville High School Basketball Team overnight trip to Murfreesboro, Tennessee for TSSAA State Tournament – Funding Source: Maryville High School Athletics (Attachment A5)
  7. Ratify Executive Committee approval for Maryville High School Cheer Team to attend TSSAA Basketball State Tournament –Funding Source: Maryville High School Cheer (Attachment A6)
  8. Approve Maryville High School Tennis Team overnight trip to Hendersonville, Tennessee to attend tournaments – Funding Source: Maryville High School Tennis (Attachment A7)
- VI. AGENDA**
1. Consider quote from FaciliServ for service and repair of Maryville Intermediate School bleachers – Funding Source: GP-Maintenance of Plant-Building & Repair (Attachment B1)
  2. Consider quote of two hundred iPads from Apple, Inc – Funding Source: Instructional Equipment - \$55,800.00 (Attachment B2)
- VII. REPORTS FROM DIRECTOR OF SCHOOLS**

MCS BOARD OF EDUCATION

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**VIII. RECOGNITION OF STAFF AND STUDENTS**

**IX. COMMENTS FROM BOARD MEMBERS**

**X. ADJOURN**

**Upcoming meeting dates:**

April 15, 2024, 5:30 p.m. Maryville Junior High School

May 20, 2024, 5:30 p.m. Coulter Grove Intermediate School



## MARYVILLE CITY SCHOOLS

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*Mike Winstead*  
Director of Schools

833 Lawrence Avenue  
Maryville, Tennessee 37803

**February 20, 2024**  
**Maryville City School Board**  
**Executive Committee Meeting**

Approve Maryville High School Wrestling Team overnight trip to Franklin, Tennessee –  
Funding Source: Maryville High School Athletics

APPROVED:

Director of Schools  Date 02/20/2024

Chair, Board of Education  Date 02/20/2024

Maryville Board of Education  
Nick Black   Candy Morgan   Julie Elder   Isaac Simerly   Bart Stinnett



# FIELD TRIP REQUEST FORM

Maryville City Schools

School: Maryville High

Grade/Course/Team/Organization: Wrestling

Coordinating Teacher(s): Cate

Trip Date: Feb22-24,2024

Destination: Franklin, TN

Cost Per Student: N/A

Cost Per Adult: N/A

Number of Attending Students: 14

Number of Attending Adults: 4

Departure Time: 12:30PM

Return Time: Saturday Midnight

Is this an overnight trip? Yes

\*overnight trips require board approval

Funding Source: General Athletics

\*for trips requiring board approval

Is a school nurse required to attend? YES ☐ NO ☒

Transportation: ☐ Walk ☒ Cars ☐ Bus ☐ SPED Bus Buses # \_\_\_\_\_

Bus Service Provider:

Trip Justification:

Trip Coordinator's Signature: R Alex Cate

Principal's Signature: Heather White

Director of Schools Signature: John Winters Date: 2-20-24

School Board Approval, as applicable: [Signature] Date: 2-20-24

To Be Completed After Approval: PO#:

\_\_\_\_\_ Please Initial Below:

Cafe Manager: \_\_\_\_\_ Clinic (Meds): \_\_\_\_\_ Office (Perm. Slip): \_\_\_\_\_ Website/Calendar: \_\_\_\_\_



CUT AND RETURN TOP PORTION TO OFFICE FOR APPROVAL

COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER AFTER TRIP

Grade: \_\_\_\_\_ Department/Team: Wrestling

Coordinating Teacher(s): Alex Cate

Field Trip Destination: Franklin, TN TSSAA State Championships

Final Count of Students Paying: \_\_\_\_\_

Final Count of Students Waived: \_\_\_\_\_

Final Count of Adults Paying: \_\_\_\_\_ Signature of Person

Verifying: \_\_\_\_\_

## FOR BOOKKEEPER TO COMPLETE:

Amount Donated: \_\_\_\_\_

Total Paid by Students: \_\_\_\_\_

Total Paid by Adults: \_\_\_\_\_



# FIELD TRIP REQUEST FORM

Maryville City Schools

School: Maryville High School

Grade/Course/Team/Organization: BC Robotics #4504

Coordinating Teacher(s): Joel Smith

Trip Date: 3/20/2024

Destination: 3/24/2024 Cleveland, Ohio

Cost Per Student: \$200

Cost Per Adult: \$280

Number of Attending Students: 18

Number of Attending Adults: 8

Departure Time: 7:00am

Return Time: 8:00pm

Is this an overnight trip? Yes

\*overnight trips require board approval

Funding Source: Students and Adults

\*for trips requiring board approval

Is a school nurse required to attend? YES ☐ NO ☒

Transportation: ☐ Walk ☒ Cars ☐ Bus ☐ \$PED Bus Buses # \_\_\_\_\_

Bus Service Provider:

Trip Justification: Buckeye Regional Robotics Competition

Trip Coordinator's Signature: [Signature]

Principal's Signature: Heather Little 2/20/24

Director of Schools Signature: [Signature] Date: 2/21/24

School Board Approval, as applicable: \_\_\_\_\_ Date: \_\_\_\_\_

To Be Completed After Approval: PO#:

\_\_\_\_\_ Please Initial Below:

Cafe Manager: \_\_\_\_\_ Clinic (Meds): \_\_\_\_\_ Office (Perm. Slip): \_\_\_\_\_ Website/Calendar: \_\_\_\_\_



CUT AND RETURN TOP PORTION TO OFFICE FOR APPROVAL

COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER AFTER TRIP

Grade: 9th -12th Grade Department/Team: BC Robotics CTE

Coordinating Teacher(s): Joel Smith

Field Trip Destination: Cleveland, Ohio

Final Count of Students Paying: 18

Final Count of Students Waived: 0

Final Count of Adults Paying: 8 Signature of Person

Verifying: \_\_\_\_\_

## FOR BOOKKEEPER TO COMPLETE:

Amount Donated: \_\_\_\_\_

Total Paid by Students: \_\_\_\_\_

Total Paid by Adults: \_\_\_\_\_



## MARYVILLE CITY SCHOOLS

*Mike Winstead*  
Director of Schools

833 Lawrence Avenue  
Maryville, Tennessee 37803

**February 28, 2024**  
**Maryville City School Board**  
**Executive Committee Meeting**

Approve contract with Cope Architecture for design services for renovation of the practice field at Maryville Junior High School – Funding Source: General Purpose Reg Capital Outlay-Architectural Fees

APPROVED:

Director of Schools  Date 02/28/2024

Chair, Board of Education  Date 02/28/2024

Maryville Board of Education

Nick Black   Candy Morgan   Julie Elder   Isaac Simerly   Bart Stinnett





February 27, 2024

Dr. Mike Winstead – Director of Schools

Maryville City Schools

833 Lawrence Avenue,

Maryville, Tennessee 37803

**Re: Renovations at Maryville Academy & New Lacrosse Complex at MJHS**

Dr. Winstead,

Thank you for the continued trust you and your board have placed in Cope Architecture to provide design services for the renovations to Maryville Academy and the new Lacrosse Complex at Maryville Junior High School.

**DESIGN SERVICES:**

**A. Maryville Academy Renovations:**

1. Provide Schematic Design, Design Development, Construction Documents, Bidding Services, Permitting, and Construction Administration Services for renovations to Maryville Academy to accommodate the spaces needed for MCS Foundation offices as well as the EIC/Pre-K program. Renovations should be complete for the Fall of 2025 school year if possible.
2. It is anticipated that Mechanical, Plumbing, Fire Protection and Electrical Engineering services will be required. These services will be included in the basic services fee below

**C. New Lacrosse Complex at MJHS:**

1. Provide Schematic Design, Design Development, Construction Documents, Bidding Services and Construction Administration Services for the re-purposing of the existing football field at Maryville Junior High School into a new Lacrosse complex. Spectator accommodations to be similar to what is provided at the Maryville HS Soccer complex. New synthetic turf playing surface to be included. Construction should be complete by January/February of 2025 if possible.
2. It is anticipated that Civil engineering services will be required along with potential minor Mechanical, Plumbing and Electrical Engineering Services for support spaces and field lighting. These services will be included in the basic services fee below.

**BASIC SERVICES FEES:**

1. **Maryville Academy Renovations:** Design Fees for basic services shall be 6% of Owner's budget for the cost of the work.
2. **New Lacrosse Complex at MJHS:** Design Fees for basic services shall be 6% of Owner's budget for the cost of the work.

**ASSUMPTIONS:**

- MCS to provide plans of existing schools in the scope.
- Surveying will be in addition to our basic services fee above
- Travel, reprographics, permit fees, review fees, etc. are reimbursable expenses.

We sincerely appreciate the opportunity to be of continued service to Maryville City Schools.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jim Hinton", written in a cursive style.

Jim Hinton, AIA, LEED AP  
Vice President

cc. File





## MARYVILLE CITY SCHOOLS

*Mike Winstead*  
Director of Schools

833 Lawrence Avenue  
Maryville, Tennessee 37803

**February 28, 2024**  
**Maryville City School Board**  
**Executive Committee Meeting**

Approve contract with Cope Architecture for design services for renovation of the current Maryville Academy building – Funding Source: General Purpose Reg Capital Outlay-Architectural Fees

APPROVED:

Director of Schools  Date 02/28/2024

Chair, Board of Education  Date 02/28/2024

Maryville Board of Education

Nick Black   Candy Morgan   Julie Elder   Isaac Simerly   Bart Stinnett



February 27, 2024

Dr. Mike Winstead – Director of Schools

Maryville City Schools

833 Lawrence Avenue,

Maryville, Tennessee 37803

**Re: Renovations at Maryville Academy & New Lacrosse Complex at MJHS**

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2. It is anticipated that Mechanical, Plumbing, Fire Protection and Electrical Engineering services will be required. These services will be included in the basic services fee below

**C. New Lacrosse Complex at MJHS:**

1. Provide Schematic Design, Design Development, Construction Documents, Bidding Services and Construction Administration Services for the re-purposing of the existing football field at Maryville Junior High School into a new Lacrosse complex. Spectator accommodations to be similar to what is provided at the Maryville HS Soccer complex. New synthetic turf playing surface to be included. Construction should be complete by January/February of 2025 if possible.
2. It is anticipated that Civil engineering services will be required along with potential minor Mechanical, Plumbing and Electrical Engineering Services for support spaces and field lighting. These services will be included in the basic services fee below.

**BASIC SERVICES FEES:**

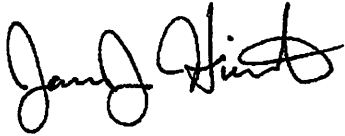
1. **Maryville Academy Renovations:** Design Fees for basic services shall be 6% of Owner's budget for the cost of the work.
2. **New Lacrosse Complex at MJHS:** Design Fees for basic services shall be 6% of Owner's budget for the cost of the work.

**ASSUMPTIONS:**

- MCS to provide plans of existing schools in the scope.
- Surveying will be in addition to our basic services fee above
- Travel, reprographics, permit fees, review fees, etc. are reimbursable expenses.

We sincerely appreciate the opportunity to be of continued service to Maryville City Schools.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jim Hinton", written in a cursive style.

Jim Hinton, AIA, LEED AP  
Vice President

cc. File



## MARYVILLE CITY SCHOOLS

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*Mike Winstead*  
Director of Schools

833 Lawrence Avenue  
Maryville, Tennessee 37803

**March 5, 2024**  
**Maryville City School Board**  
**Executive Committee Meeting**

Approve Maryville High School Basketball Team overnight trip to Murfreesboro, Tennessee for TSSAA State Tournament – Funding Source: Maryville High School Athletics

APPROVED:

Director of Schools *Mike Winstead* Date 03/05/2024

Chair, Board of Education *[Signature]* Date 03/05/2024

Maryville Board of Education  
Nick Black   Candy Morgan   Julie Elder   Isaac Simerly   Bart Stinnett



# FIELD TRIP REQUEST FORM

## Maryville City Schools

A5-2

School: MHS Grade/Course/Team/Organization: Basketball

Coordinating Teacher(s): Lambert

Trip Date: 3/12-16 Destination: Murfreesboro, TN

Cost Per Student: \_\_\_\_\_ Cost Per Adult: \_\_\_\_\_

Number of Attending Students: 17 Number of Attending Adults: 8

Departure Time: \_\_\_\_\_ Return Time: \_\_\_\_\_

Is this an overnight trip? ☒ Yes ☐ No \*overnight trips require board approval

Funding Source: Athletics \*for trips requiring board approval

Is a school nurse required to attend? ☐ Yes ☒ No

Transportation: ☐ Walk ☐ Cars ☒ Bus ☐ SPED Bus Number of Buses 1

Bus Service Provider: Rocky Top

Trip Justification: TSSAA STATE

Trip Coordinator's Signature: Wesley

Principal's Signature: Heather

Director of Schools Signature: Mike Winstead

Date: 3/5/24

School Board Approval, as applicable: [Signature]

Date: 3/5/24

To Be Completed After Approval:

PO#: \_\_\_\_\_

Please Initial Below:

Cafe Manager: \_\_\_\_\_ Clinic (Meds): \_\_\_\_\_ Office (Perm. Slip): \_\_\_\_\_ Website/Calendar: \_\_\_\_\_



CUT AND RETURN TOP PORTION TO OFFICE FOR APPROVAL  
COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER AFTER TRIP

Grade: \_\_\_\_\_ Department/Team: \_\_\_\_\_

Coordinating Teacher(s): \_\_\_\_\_

Field Trip Destination: \_\_\_\_\_

Final Count of Students Paying: \_\_\_\_\_

Final Count of Students Waived: \_\_\_\_\_

Final Count of Adults Paying: \_\_\_\_\_

Signature of Person Verifying: \_\_\_\_\_

### FOR BOOKKEEPER TO COMPLETE:

Amount Donated: \_\_\_\_\_

Total Paid by Students: \_\_\_\_\_

Total Paid by Adults: \_\_\_\_\_



## MARYVILLE CITY SCHOOLS

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*Mike Winstead*  
Director of Schools

833 Lawrence Avenue  
Maryville, Tennessee 37803

**March 7, 2024**  
**Maryville City School Board**  
**Executive Committee Meeting**

Approve Maryville High School Cheer Team trip to Murfreesboro, Tennessee for TSSAA State Tournament – Funding Source: Maryville High School Cheer

APPROVED:

Director of Schools *Mike Winstead* Date 03/07/2024

Chair, Board of Education *[Signature]* Date 03/07/2024

Maryville Board of Education

Nick Black   Candy Morgan   Julie Elder   Isaac Simerly   Bart Stinnett





FIELD TRIP REQUEST FORM  
Maryville City Schools

A6-2

School: MHS Grade/Course/Team/Organization: MHS CHEER

Coordinating Teacher(s): Samantha Harding

Trip Date: 3/13 Destination: Murfreesboro, TN - STATE

Cost Per Student: \$50 Cost Per Adult: \$50

Number of Attending Students: 8 Number of Attending Adults: 4

Departure Time: 10:00AM Return Time: 11:59PM

Is this an overnight trip? ☐ Yes ☒ No \*overnight trips require board approval

Funding Source: Cheer-614 \*for trips requiring board approval

Is a school nurse required to attend? ☐ Yes ☒ No

\*DISTRICT VAN

Transportation: ☐ Walk ☒ Cars ☐ Bus ☐ SPED Bus Number of Buses       

Bus Service Provider:       

Trip Justification: Cheer to Cheer State Basketball Championship

Trip Coordinator's Signature: S. Harding

Principal's Signature: Heather White

Director of Schools Signature: Bob Winters

Date: 3/7/24

School Board Approval, as applicable: [Signature]

Date: 3/7/24

To Be Completed After Approval:

PO#:       

Please Initial Below:

Cafe Manager:        Clinic (Meds):        Office (Perm. Slip):        Website/Calendar:       



CUT AND RETURN TOP PORTION TO OFFICE FOR APPROVAL  
COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER AFTER TRIP

Grade:        Department/Team:       

Coordinating Teacher(s):       

Field Trip Destination:       

Final Count of Students Paying:       

Final Count of Students Waived:       

Final Count of Adults Paying:       

Signature of Person Verifying:       

FOR BOOKKEEPER TO COMPLETE:

Amount Donated:       

Total Paid by Students:       

Total Paid by Adults:



# FIELD TRIP REQUEST FORM

## Maryville City Schools

School: MHS Grade/Course/Team/Organization: Tennis

Coordinating Teacher(s): Head Coach Christian Burns

Trip Date: April 11-13 2024 Destination: Hendersonville High Invitational

Cost Per Student: \_\_\_\_\_ Cost Per Adult: varies Students are transported by and stay with parents

Number of Attending Students: 15 Number of Attending Adults: coach and parents

Departure Time: 3:30pm Return Time: Saturday afternoon

Is this an overnight trip? ☒ Yes ☐ No \*overnight trips require board approval

Funding Source: Tennis \*for trips requiring board approval

Is a school nurse required to attend? ☐ Yes ☒ No

Transportation: ☐ Walk ☒ Cars ☐ Bus ☐ SPED Bus Number of Buses \_\_\_\_\_

Bus Service Provider: \_\_\_\_\_

Trip Justification: high quality tournament for varsity tennis

Trip Coordinator's Signature: [Signature]

Principal's Signature: [Signature]

Director of Schools Signature: [Signature] Date: 3/13/24

School Board Approval, as applicable: \_\_\_\_\_ Date: \_\_\_\_\_

### To Be Completed After Approval:

PO#: \_\_\_\_\_

Please Initial Below:

Cafe Manager: \_\_\_\_\_ Clinic (Meds): \_\_\_\_\_ Office (Perm. Slip): \_\_\_\_\_ Website/Calendar: \_\_\_\_\_

**CUT AND RETURN TOP PORTION TO OFFICE FOR APPROVAL**

**COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER AFTER TRIP**

Grade: \_\_\_\_\_ Department/Team: \_\_\_\_\_

Coordinating Teacher(s): \_\_\_\_\_

Field Trip Destination: \_\_\_\_\_

Final Count of Students Paying: \_\_\_\_\_

Final Count of Students Waived: \_\_\_\_\_

Final Count of Adults Paying: \_\_\_\_\_

Signature of Person Verifying: \_\_\_\_\_

### FOR BOOKKEEPER TO COMPLETE:

Amount Donated: \_\_\_\_\_

Total Paid by Students: \_\_\_\_\_

Total Paid by Adults: \_\_\_\_\_



## Service & Repair Order Sheet

### Facility Indoor & Outdoor Service & Repair Order Sheet

✓ the end column for Services you would like completed

Report #	Facility	Area	Work to be performed	Price	✓
24-10120	Montgomery IMS, Main Gym/Balcony		General service, check, adjust and tighten	\$ 3,021	
	<b>Hazard:</b> Replace runs totaling (17) plastic seat modules with new model to replace (15) obsolete cracked/damaged plastic seats <i>at time of service:</i> <i>Note: Additional run conversions available to replace remaining missing obsolete end caps.</i>			\$ 2,180*	
	Install (32) 4x6" BR Bulldog™ Drive Rollers to restore traction and straight, even operation			\$ 25,405	
	Service and Inspection: (4) backstops			\$ 1,040	
	+ Standard FaciliServ AE Lift Charge			\$300/day*	
	+ Multiple lifts, specialized lift, and/or equipment floor protection			TBD	
	+ Mandatory Service Fee			\$ 405	✓
	+ Material sales tax will be added to your invoice			TBD	✓
	<b>TOTAL SERVICE &amp; REPAIR*</b>				

To complete your order please fill out the information below, sign and fax to our office as soon as possible at 877.994.1715.

Maryville City Schools  
833 Lawrence Ave  
Maryville, TN 37803

Purchase Order # \_\_\_\_\_

Date of acceptance: \_\_\_\_\_

Facility Representative Signature	Print Name	Title	Date
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FaciliServ Representative	Print Name	Title	Date
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All prices quoted must be accepted in writing, purchase order or contract within 30 days of this report. Prices may be subject to change after 30 days. Sales Tax amount will be determined at time of billing based on work ordered.

\*Prices for repairs and upgrades are contingent upon completing at time of service. **If repairs and upgrades are not being completed with service, additional charges may apply.**

Continue next page





## Apple Inc. Education Price Quote

**Customer:**

Andy Lombardo  
MARYVILLE CITY SCHOOLS  
Email: andy.lombardo@maryville-schools.org

**Apple Inc:**

Brittney Rowlett  
Email: browlett@apple.com

**Apple Quote:**

2212650066

**Quote Date:**

March 05, 2024

**Quote Valid Until:**

March 22, 2024

**Quote Comments:**

Please reference Apple Quote number on your Purchase Order.

Item #	Details	Qty	Unit List Price	Disc. Per Unit	Unit Disc. Price	Extended Disc. Price
1	10.2-inch iPad Wi-Fi 64GB - Space Gray (Packaged in a 10-pack) Part Number: MK2Y3LL/A	200	\$294.00	\$15.00	\$279.00	\$55,800.00

**Extended Education List Price Total** **\$58,800.00**

**Total Discount** **\$3,000.00**

**Extended Discounted Price Subtotal** **\$55,800.00**

Additional Tax **\$0.00**

Estimated Tax **\$0.00**

Total Tax **\$0.00**

**Extended Discounted Total Price\*** **\$55,800.00**

*\*In most cases Extended Discounted Total Price does not include Sales Tax*

*\*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary.*

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