Maryville City Schools
833 Lawrence Avenue
Maryville, TN 37803

BOARD OF EDUCATION **5:30 PM, AUGUST 19, 2024**
REGULAR MEETING **CENTRAL OFFICE MULTI-PURPOSE ROOM**

I. CALL TO ORDER **CHAIR ELDER**
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE Abbi Cromwell, 9th grade

II. UPDATE FROM MARYVILLE ACADEMY Kyle Harris, Administrator

III. ADOPT AGENDA

IV. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

V. CONSENT AGENDA ITEMS

1. Approve Minutes of July 15, 2024, meeting (Attachment)
2. Approve changes to Board Policy 1.501, 2.400, 2.403, 2.806. 3.205, 3.400, 4.213, 4.214, 4.300, 4.301, 4.302, 4.403, 4.600, 4.603, 5.307, 5.802, 6.203, 6.3041, 6.309, 6.316, 6.318, 6.4052, and 6.409 – second reading (Attachment A1)
3. Approve Maryville High School Volleyball overnight trip to Louisville, Kentucky for the LIVT Volleyball Tournament – Funding Source: Volleyball Account (Attachment A2)
4. Approve Maryville High School Cross Country overnight to Oakville, Alabama for the Jesse Owens Classic Race – Funding Source: Student/Team (Attachment A3)
5. Approve Maryville High School All East Honors Chorus Honorees overnight to Cleveland, Tennessee for a performance for All-East Tennessee Chorus students – Funding Source: Students (Attachment A4)
6. Approve Maryville High School Band overnight trip to Cleveland, Tennessee for ETSBOA Jazz Clinic – Funding Source: Students (Attachment A5)
7. Approve Maryville High School Band and Orchestra overnight trip to Gatlinburg, Tennessee for ETSBOA All-State East Senior Clinic – Funding Source: Students (Attachment A6)
8. Approve Maryville High School Band/Orchestra overnight trip to Disney World/Universal Studios in Orlando, Florida – Funding Source: Students (Attachment A7)
9. Approve Maryville High School Band and Orchestra overnight trip to Nashville, Tennessee to attend TMEA All-State Convention – Funding Source: Students (Attachment A8)
10. Approve Central Technologies, Inc 3-year Firewall renewal – Funding Source: Technology/Software - $83,191.46 (Attachment A9)
11. Approve postage meter renewal for Maryville High School (Attachment A10)

VI. AGENDA

1. Consider the 2025-2026 School Calendar. (Attachment B1)
2. Consider changes to Board Policy 4.602 (GPA Calculation and Recognition) first reading (Attachment B2)

3. Consider the MCS Visitor Code of Conduct (Attachment B3)
4. Consider the FY24 Budget Amendment No. 3 (Attachment B4)

VII. REPORTS FROM DIRECTOR OF SCHOOLS

VIII. RECOGNITION OF STAFF AND STUDENTS

IX. COMMENTS FROM BOARD MEMBERS

X. ADJOURN

Upcoming meeting dates:
September 9, 2024, 5:30 p.m. John Sevier Elementary School
October 21, 2024, 5:30 p.m. Sam Houston Elementary School

Maryville City Board of Education

Monitoring: **Review: Biennially in August**	Descriptor Term: **Visitors to the Schools**	Descriptor Code: **1.501**	Issued Date: **08/19/24**
		Rescinds: **11.5**	Issued: **10/15/18**

Except on occasions such as school programs, athletic events, open house, and similar public events, all visitors will report to the school office when entering the school and will register their presence. Authorization to visit elsewhere in the building or on the school campus will be determined by the principal/designee. Guest passes shall be issued for all persons other than students and employees of the school.[1]

In order to maintain the conditions and atmosphere suitable for learning, no other person shall enter onto the grounds or into the school buildings during the hours of student instruction except students assigned to that school, the staff of the school, parents of students, and other persons with lawful and valid business on the school premises.[2]

VISITOR CONDUCT

Persons who come onto school property shall be under the jurisdiction of the site administrator/designee. Individuals who come onto school property or who contact employees on school or district business are expected to behave accordingly. *The Director of Schools shall develop a visitor code of conduct to be presented to the board attorney, and then, approved by the Board.*[3] *This code shall prohibit the following:*

- Cursing and use of obscenities;
- Disrupting or threatening to disrupt school or office operations;
- Acting in an unsafe manner that could threaten the health or safety of others;
- Verbal or written statements or gestures indicating intent to harm an individual or property; and
- Physical attacks intended to harm an individual or substantially damage property.

The visitor code of conduct shall be posted on the district's website as well as the school's website, and copies of the code shall be provided to all teachers, counselors, administrative staff, and other school employees. In addition, each school entrance shall have the visitor code of conduct posted prominently along with the phone number of someone in the school's administration who can answer questions about the code.

Annually, parent(s)/guardian(s) shall be provided with a printed copy of the code of conduct, along with the phone number of someone in the school's administration who can answer questions about the code. Parent(s)/guardian(s) shall sign a statement acknowledging that they have read and understood the code of conduct.

CONSEQUENCES FOR CODE OF CONDUCT VIOLATION

The principal/designee has the authority to exclude from the school premises any persons disrupting the educational programs in the classroom or in the school, disturbing the teachers or students on the premises, or on the premises for the purpose of committing an illegal act.[2]

The principal shall contact law enforcement officials when he/she believes the situation warrants such measures.

Legal References

1. TCA 49-2-303(b)(4)
2. TCA 49-6-2008; TCA 39-14-406
3. Public Acts of 2024, Chapter No. 810

Cross References

Board-Community Relations 1.500
Section 504 and ADA Grievance Procedures 1.802
Vendor Relations 2.809
Safety 3.201
Security 3.205
School Volunteers 4.501
Care of School Property 6.311

Maryville City Board of Education

Monitoring: **Review: Biennially in September**	Descriptor Term: **Revenues**	Descriptor Code: **2.400**	Issued Date: **08/19/24**
		Rescinds: **2.400**	Issued: **12/18/23**

General

Any money collected by any school shall be documented with a receipt.

The schools may receive funds collected from activities and for events held at or in connection with the school, including contracts with other schools for interschool events. To be included in this accounting are all monies collected from lunchrooms, athletics, entertainments, school clubs, fees, concessions, and all fundraising activities. Each principal shall determine the reconciliation method to be used for all events which require a ticket.[1]

FEES

School fees may be expended only for the purposes for which they were collected. The school shall not require any student to pay a fee to the school for any purpose, except as authorized by the Board. No fees shall be required of any student as a condition to attend the school or use its equipment.[2] School fees shall be waived for students who receive free or reduced-price lunches.[3] No student will be penalized for nonpayment of any school fee.

FINES

A student will be held responsible for the cost of replacing any materials or property which the student loses or damages,[5] including textbooks, library books, equipment, and buildings. All money collected as fines shall be placed in the internal school fund.

TUITION INCOME

Tuition collected from nonresident students shall be placed in the district general purpose fund.

RENTAL INCOME

All money collected for use of a particular school facility or other school property shall be placed in the internal school fund.

GRANTS

Grants for educational purposes made available by the state and/or federal government may be sought by the school system but only when the conditions of their availability are in harmony with the purposes and policies of the Board and the laws of the state and county. Principals may apply for and receive grants, but funds must be recorded in a separate restricted fund account.[4]

COLLECTION OF FUNDS THROUGH ONLINE PAYMENT[6]

Approved district staff may utilize SchoolCash Online, MySchoolBucks, Square, GoFan, and *Givebacks* for electronic transactions. The Director of Schools/designee shall determine when this type of transaction may be utilized on a case-by-case basis. At the individual school level, the principal shall oversee the collection of funds and submit a plan that includes the following:

1. Adequate supporting documentation for the electronic collection method including a plan to provide a total daily receipt summary;

2. Methods of providing receipts to payers;

3. Information on maintaining and inspecting any voided receipts; and

4. How daily electronic collections shall be reconciled with the total daily receipt summary and who will be assigned to complete this task.

The Director of Schools/designee shall determine whether a processing fee for online transactions will be charged on a case-by-case basis.

The Director of School/designee shall establish adequate internal controls to ensure compliance with the Tennessee Internal School Funds Manual.

Legal References

1. TCA 49-2-110(a); *Tennessee Internal School Uniform Accounting Policy Manual,* Section 5-4
2. TCA 49-6-3001(a); TCA 49-2-110(c)
3. TCA 49-2-114
4. *Tennessee Internal School Uniform Accounting Policy Manual,* Section 4-37
5. TCA 37-10-101, 102
6. *Tennessee Internal School Uniform Accounting Policy Manual,* Section 5-8

Cross References

Fundraising Activities 2.601
Student Activity Funds Management 2.900
Food Service Management 3.500
Textbooks and Instructional Materials 4.400
Compensation Guides & Contracts 5.110
Attendance of Non-Resident Students 6.204
Student Fees and Fines 6.709

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially in September	**Surplus Property Sales**	**2.403**	**08/19/24**
		Rescinds: **2.403**	Issued: **09/16/19**

The Director of Schools shall prepare a list of unusable items for Board approval.[1] The list shall contain the following information: name of item, date of purchase, and reason for disposal.

All unusable items shall be sold to the highest bidder after advertising in a newspaper of general circulation at least seven (7) days prior to the sale.[2] *Notice shall also be published on a news and information website in accordance with state law.*[3]

Surplus property which has no value or has a value of less than five hundred dollars ($500) may be disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools and the Board Chair shall agree in written form that the property is of no value or is of less value than five hundred dollars ($500).[4]

If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the Board shall approve other methods of disposal.[5]

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

DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS[6]

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

1. Items of equipment with a current per-unit fair market value of less than $5,000 may be retained, sold, or otherwise disposed of with no further obligation to the awarding agency; or

2. Items of equipment with a current per unit fair market value in excess of $5,000 may be retained or sold, and the awarding agency shall have a right to an amount calculated by multiplying the current market value or proceeds from sale by the awarding agency's share of the equipment.

Legal References

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007(b)
3. Public Acts of 2024, Chapter No. 793
4. TCA 49-6-2007(d)
5. TCA 12-2-403(a)
6. 2 CFR § 200.313(e)

Cross References

Duties of Officers 1.201
Inventories 2.702
Textbooks and Instructional Materials 4.400

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially in September	**Bids and Quotations**	**2.806**	**08/19/24**
		Rescinds: **2.806**	Issued: **10/16/23**

All purchases of supplies, materials, equipment, and contractual services in excess of fifty thousand dollars ($50,000), including those of individual schools, shall be based on competitive bids.[1] These bids shall be solicited by advertisement in a newspaper of general circulation within the school system *and by publication on a news and information website in accordance with state law*.[2]. The purchasing agent shall advertise for bids and receive quotations. The advertisement may be waived by the purchasing agent in an emergency.[3]

All purchases between $10,000 and $50,000, including those of individual schools, may be made in the open market without newspaper notice, but shall, whenever possible, be based on at least three (3) competitive bids.[3]

The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or all bids or any part of any bid and, if applicable, to accept the bid which is best as evidenced by reasons relative to the purpose of the purchase.[4] Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.

The bidder to whom the award is made may be required to enter into a written contract.

EXEMPTIONS FROM COMPETITIVE BIDDING

Contracts for legal services, educational consultants, *services from an insurance provider*, and similar services by professional persons or groups of high ethical standards shall not be based upon competitive bids but shall be awarded on the basis of recognized competence and integrity.[5]

Purchases of fuel in bulk amounts that would exceed the bid limits may be made in the open market without public advertisement or competitive bidding. Whenever possible, however, at least three (3) documented quotes shall be obtained.[6]

Legal References

1. TCA 49-2-203(a)(3); TCA 12-3-1212; Public Acts of 2024, Chapter No. 513
2. Public Acts of 2024, Chapter No. 793
3. TCA 49-2-203(a)(3)(A)-(B); TCA 49-2-206(b)(2); TCA 12-3-1212; Public Acts of 2024, Chapter No. 513
4. TCA 49-2-203(a)(3)(D)(i)(c)
5. TCA 12-3-1209; TCA 12-4-107; TCA 29-20-407
6. Public Acts of 2024, Chapter No. 661

Cross References

Executive Committee 1.301
Consultants 1.303
Conflict of Interest 5.601

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Security**	**3.205**	**08/19/24**
		Rescinds: **3.205**	Issued: **07/17/23**

General[1]

The Director of Schools shall establish procedures to protect school property which shall include, but not be limited to:

1. Developing programs that contribute to the proper care and use of school facilities and equipment;

2. Denying students permission to use the classrooms, laboratories, gymnasiums, or other school facilities or equipment without appropriate supervision;

3. Controlling the issuance of keys; and

4. Ensuring that equipment purchased with federal funds is managed as directed by federal law.[2]

Exterior doors leading into a school building shall be locked at all times, and access to school buildings shall be limited to the school's primary entrances during the school day as well as when students are present outside of regular school hours.[3]

The primary entrances at each school will be determined by the principal and communicated to staff, students, and parents. Factors used to determine primary entrances will include, but are not limited to, arrival and dismissal procedures, proximity of doors to parking lots, and the need to transition from one building to another during the school day.

The principal shall call law enforcement officials in cases involving illegal entry, *assault and battery resulting in serious personal injury or involving the use of a weapon*, building damage, theft, or vandalism *endangering life, health, or safety, or valid threats of mass violence.*[4] The Director of Schools or his/her designee is authorized to sign a criminal complaint and to press charges. The Director shall report all signings of such complaints to the Board.

AFTER SCHOOL HOURS

Outside of regular school hours, if there is a need to unlock the doors during a school activity, a school district employee shall be stationed by the door to ensure access is limited to authorized persons.[3]

LAW ENFORCEMENT SERVICES[1]

The Board may enter into collaborative partnerships with appropriate law enforcement agencies. Partnerships may include, but not be limited to, education and recreational programs, delinquency prevention, and mentoring initiatives.

The Board may enter into a memorandum of understanding with the chief of a law enforcement agency to provide school policing. Any memorandum of understanding shall address, at a minimum, the following issues:

1. Any School Resource Officer (SRO) assigned under a memorandum must be in compliance with all laws, regulations, and rules of the Peace Officer Standards and Training Commission at the time of assignment and remain compliant throughout the tenure of his or her assignment.

2. As a condition of assignment, any SRO must participate in forty (40) hours of basic training in school policing within twelve (12) months of assignment. Every year thereafter, the SRO shall participate in a minimum of sixteen (16) hours of training specific to school policing. All training programs shall be approved by the Peace Officers Standards and Training Commission.[5]

3. Any SRO assigned under the memorandum remains an employee of the law enforcement agency, subject to that agency's direction, control, supervision, and discipline.

4. No officer shall be assigned to a school, or continue in such an assignment, without the consent of the Director of Schools.

5. The memorandum may be effective for any length of time, including continuing until terminated by the parties, and may contain any reasonable notice requirement for the termination of the memorandum. However, the memorandum shall contain a provision allowing the Director of Schools to suspend the active participation of the SROs in the event the Director of Schools believes that such suspension is best for the health, safety, and/or wellbeing of the students and/or faculty members.

CYBERSECURITY[6]

The Director of Schools/designee shall develop an administrative procedure regarding the district's cybersecurity plan to identify cybersecurity risks, implement mitigation planning, and protect cyberinfrastructure against cyberattacks and other cybersecurity threats and incidents.

Legal References

1. TCA 49-6-805(3)
2. 2 CFR § 200.313
3. TCA 49-6-817
4. Public Acts of 2024, Chapter No. 882
5. TCA 49-6-4217
6. TCA 49-6-805(9)

Cross References

Visitors to the Schools 1.501
Inventories 2.702
Care of School Property 6.311

Maryville City Board of Education

Monitoring: Review: Biennially, in October	Descriptor Term: **Student Transportation Management**	Descriptor Code: 3.400	Issued Date: 08/19/24
		Rescinds: 6.1	Issued: 12/10/18

General

The Director of Schools shall contract annually or as otherwise authorized by the Board with individual owners of buses to provide student transportation services. School buses shall be maintained and operated in accordance with state law and in accordance with the specifications developed by the Department of Education and approved by the Department of Safety.[1]

Each bus shall be equipped with the phone number for reporting safety complaints. This number shall appear on the rear bumper.[2] *Buses shall also include notice in a conspicuous place that only authorized persons shall enter the bus. This notice shall include appropriate contact information in case of an issue on the bus.*[3]

All accidents, regardless of the damage involved, must be reported to the Transportation Supervisor, including incidents in which any part of the bus contacts any other object or vehicle.

The Director of Schools shall develop procedures to ensure compliance with the statutory and regulatory requirements for the transportation program.

RESPONSIBILITIES OF BUS OWNERS

1. Each school bus and all related equipment shall be maintained in condition to operate safely at all times during the school year and shall conform to specifications as set forth by the State Board of Education[1] and National Highway Traffic Safety Administration.

2. Each bus driver shall obey all applicable state rules and regulations.

3. A school bus owner shall give four weeks written notice to the Board when he/she wishes to terminate his/her bus operation contract.

4. A school bus owner shall secure the approval of the Director of Schools before he/she may sell a bus during the period of his/her contract. The sale of a bus does not obligate the Director of Schools to enter into contract with the new owner.

5. Each school bus owner shall have on file in the Director of Schools' office a current statement of liability and property damage insurance coverage carried on the bus.

6. Each school bus owner must specify for the Director of Schools' approval the name of the designated driver and at least one substitute driver of his/her bus.

7. By the end of the first month of each school year, each bus owner shall file with the Director of Schools, on forms approved by the Board, a report giving an accurate record of the names of all students transported on his/her bus and the school to which each student is transported.

8. Participate fully in the complaint process as outlined below.

9. Comply with recordkeeping requirements as outlined below. This includes the responsibility to furnish the transportation supervisor with all necessary records on a regular basis.

SCHOOL BUS DRIVERS

Each school bus driver shall receive a certificate from the Board prior to operating a school bus for the school district. The issuance of a certificate to a school bus driver shall be based on the qualifications of school bus drivers as determined by the Director of Schools.[4]

Annually, the Board shall require each school bus driver to have a physical and mental examination. The Board shall revoke the certificate of any school bus driver found to be physically, mentally, or morally unfit to operate a school bus. Additionally, a certificate shall be revoked if the school bus driver is convicted of driving under the influence, vehicular assault, vehicular homicide, aggravated vehicular homicide, or the manufacture, delivery, sale, or possession of a controlled substance or analogue.[5]

TRANSPORTATION SUPERVISOR[6]

The Director of Schools shall appoint a Transportation Supervisor for the system. He/she shall be responsible for the monitoring and oversight of transportation services for the district.

The Transportation Supervisor shall complete a student transportation management training program upon appointment. The Transportation Supervisor shall complete a minimum of four (4) hours of training annually.

The Director of Schools shall ensure that training is completed and provide the state department of education with appropriate documentation.

COMPLAINT PROCESS[7]

The following procedure will govern how students, teachers, staff, and community members shall submit bus safety complaints:

1. All complaints shall be submitted to the Transportation Supervisor; and

2. Forms may be submitted in person, via phone call, mail, or email.
    a. Written complaints shall be submitted on forms located on the district's website. In the case of a complaint received via phone, the person receiving the phone call shall be responsible for filling out the form and submitting it to the Transportation Supervisor.

The Transportation Supervisor shall begin an investigation of all bus safety complaints within twenty-four (24) hours of receipt.

Within forty-eight (48) hours of receipt of the initial complaint, the Transportation Supervisor shall submit a preliminary report to the Director of Schools. This report shall include:

1. The time and date the complaint was received;
2. The name of the bus driver;
3. A copy or summary of the complaint; and
4. Any prior complaints or disciplinary actions taken against the driver.

Within sixty (60) school days of receiving the initial complaint, the Transportation Supervisor shall submit a final written report to the Director of Schools that details the investigation's findings as well as the action taken in response to the complaint.

An annual notice of this complaint process shall be provided to parents and students. This information shall be made available on the district website.

RECORDKEEPING[8]

The transportation supervisor shall be responsible for the collection and maintenance of the following records:

1. Bus maintenance and inspections forms;
2. Bus driver credentials, including required background checks, health records, and performance reviews;
3. Driver training records; and
4. Complaints received and any records related to the investigation and complaints.

Legal References

1. TCA 49-6-2109; TRR/MS 0520-01-05; Public Acts of 2023, Chapter No. 122
2. TCA 49-6-2116(d)(3)
3. Public Acts of 2024, Chapter No. 548
4. TCA 49-6-2107
5. TCA 49-6-2107(e)(1); Public Acts of 2023, Chapter No. 122
6. TCA 49-6-2116(a)-(c)
7. TCA 49-6-2116(d)(1)-(2)
8. TCA 49-6-2116(d)(5)

Cross References

Bus Safety and Conduct 6.308
Homeless Students 6.503

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Family Life Education**	**4.213**	**08/19/24**
		Rescinds: **4.213**	Issued: **08/09/21**

General

A family life education program shall be implemented within the school district in compliance with state law.[1]

A parent/guardian who chooses not to have a student participate in the family life education program shall submit such request in writing to the principal. A student who is excused from the program shall be assigned alternative health activities and shall not be penalized academically.

FAMILY LIFE INSTRUCTION

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

1. Teach the skills needed to make healthy decisions in all aspects of marriage and family life;

2. Encourage sexual health by helping students understand how the whole person is affected by sexual activity as well as other risk behaviors;

3. Provide information about human reproduction, including conception, birth, and prenatal care, as well as the process of adoption and its benefits;

4. Provide information on the family unit and the responsibilities and consequences related to sexual activity, including the challenges of single teen parenting;

5. Promote only sexual risk avoidance through abstinence and the positive results of avoiding sexual activity;

6. Provide instruction on the detection, intervention, prevention, and treatment of child sexual abuse, including such abuse that may occur in the home, and human trafficking in which a victim is the child;

7. Provide instruction on the prevention of dating violence;

8. Encourage communication between parent(s)/guardian(s) and students; and

9. Address the legal aspects of sexual activity with emphasis on the rights of the student.

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.

REPORTING[2]

At the beginning of each school year, the Director of Schools 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 Director 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)

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Use of Artificial Intelligence Programs**	**4.214**	**08/19/24**
		Rescinds:	Issued:

General

Artificial Intelligence (AI) programs as defined by state law may be used by staff and students in the district.[1]

Only approved AI programs may be utilized in student instruction or in completing student work. The Director of Schools shall develop a procedure for staff to submit additional programs for approval.

Employees shall not place personally identifiable information, financial information, intellectual property, or other confidential information into an AI system.

The Director of Schools shall incorporate training programs on AI into professional development for district staff. This training shall focus on responsible use of AI and best practices for use in school settings and include instruction regarding personally identifiable information and the need to comply with state and federal data privacy laws. Emphasis shall be placed on the importance of securing and properly storing any data that is collected by the district in compliance with state and federal law.

STAFF USE

Staff may use AI in the completion of their own work. This may include, but not be limited to, drafting communications, notes, images, and the development of content for instructional or administrative purposes, as well as analyzing data and information. The following requirements shall be adhered to when using AI in the completion of work:

1. Employees shall disclose their use of a generative AI tool if failure to do so would:
    a. Violate the terms of the use of the AI tool;
    b. Would mislead a supervisor or others as to the nature of the work; or
    c. Would be inconsistent with the teacher code of ethics;.[2]

2. Employees shall take all reasonable precautions to ensure the security of private student data when utilizing AI programs;

3. Outputs from AI programs shall be verified by reliable sources and reviewed prior to use in order to reduce the risk of errors and inaccuracies;

4. Outputs shall not be incorporated into proprietary content or works.

STUDENT USE

Teachers may allow students to use approved AI programs for instructional purposes. Any such use shall align with approved instructional standards and curriculum. Prior to using AI, teachers shall ensure students are provided with appropriate instruction on the responsible use of AI.

ACADEMIC INTEGRITY

Students shall be instructed on responsible use standards including but not limited to the following:

1. Effective use of generative AI;
2. When it is appropriate to use AI in assignments;
3. How to determine whether AI responses are accurate;
4. Users assume responsibility for incorporating AI content responsibly; and
5. The difference between cheating and seeking support.

Legal References

1. Public Acts of 2024, Chapter No. 550
2. TCA 49-5-1001

Cross References

Use of the Internet 4.406

Maryville City Board of Education

Monitoring: **Review: Biennially, in August**	Descriptor Term: **Extracurricular Activities**	Descriptor Code: **4.300**	Issued Date: **08/19/24**
		Rescinds: **4.300**	Issued: **07/17/23**

The following shall be adhered to:

1. All extracurricular activities and clubs must have the approval of the principal.
2. Each student activity must be under the guidance and direction of a staff member.
3. Student activities occurring before or after regularly scheduled school hours must be under the supervision of the principal/designee.
4. Extracurricular activities shall only be open to students enrolled full-time in Maryville City Schools. *Guidelines for the participation of home school students in interscholastic athletics follow state law and TSSAA regulations.*
5. *Schools are authorized to charge a fee of up to two hundred fifty dollars ($250) per student to participate in extracurricular activities and clubs. Any request to charge a fee exceeding this amount requires prior board approval.*
6. Secret organizations shall not be operated in any school.
7. A student shall not be required to attend an extracurricular activity that is scheduled at a time which conflicts with his/her religious practices.[1]
8. A student on out-of-school suspension shall not be permitted to participate in extracurricular activities.
9. Activities which restrict participation because of race, color, religion, sex, disabilities, or national origin are strictly forbidden.[2]
10. Ninth grade students are allowed to participate in extracurricular activities at Maryville High School.

STUDENT CLUBS & ORGANIZATIONS[3]

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

Legal References

1. TCA 49-6-1002(c)
2. 34 CFR § 106.41
3. Public Acts of 2023, Chapter No. 353

Cross References

Special Use of School Vehicles 3.402
Interscholastic Athletics 4.301
Field Trips and Excursions 4.302
Attendance 6.200

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Interscholastic Athletics**	**4.301**	**08/19/24**
		Rescinds: **4.301**	Issued: **08/09/21**

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 his/her original birth certificate.[2] The Director 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. Principals shall ensure that school regulations regarding participation in a sport are reasonable. Athletic schedules shall be filed in each school principal's office. The principal/designee must accompany an athletic team on trips.

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

Head coaches in football, basketball, baseball, softball, and track and field shall be full-time employees of Maryville City Schools.

INSURANCE & PHYSICAL EXAMINATIONS

In the event that the school's insurance provider does not extend coverage to an athlete, that athlete must 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 these records shall be on file in the principal's office.

SCHEDULING CONFLICTS

No principal or teacher of any school under the control of the Board shall dismiss his/her school or any group of students for the purpose of attending the practice of any interscholastic sport during the school day without written permission from the Board.[7] This does not prevent the inclusion of regular physical training lessons 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/guardian shall notify the coach in writing three (3) full school days prior to the event.[8]

SEVERE WEATHER[4]

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 district shall not encourage, permit, condone, or tolerate hazing activities.[9]

HOME SCHOOL STUDENT PARTICIPATION[10]

Home school students shall be permitted to participate in accordance with TSSAA or TMSAA 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.

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. Public Acts of 2024, Chapter No. 639

Cross References

Special Use of School Vehicles 3.402
Student Insurance Program 3.601
Extracurricular Activities 4.300
Attendance 6.200

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Field Trips/Excursions/Competitions**	**4.302**	**08/19/24**
		Rescinds: **4.302**	Issued: **02/11/19**

The Board encourages field trips and excursions when the experiences are an integral part of the school curriculum and contribute to the Board's desired educational goals. The following will be considered before approving a field trip: (a) the value of the field trip to mastery of the learning objectives of the class; (b) the suitability of the activity and travel time for students; (c) the availability of transportation; (d) the cost.

The Director of Schools shall develop forms and procedures for submitting, reviewing, and approving requests for field trips. Any request for a field trip, excursion, or competition that requires students to travel out of state or stay overnight requires prior Board approval. *Schools are authorized to charge up to fifty dollars ($50.00) per student for a field trip, excursion, or competition. Any request exceeding this amount requires prior Board approval.*

Teacher Promotion of Non-School Sponsored Trip or Activity

Teachers are encouraged to provide students with information about optional educational activities or trips that offer expanded learning opportunities. The following restrictions shall apply:

- The teacher must clearly state that the activity is not sponsored by Maryville City Schools and the system will not assume liability for any claim if a student opts to participate;
- If the teacher is to receive any benefit from student participation, the benefit must be clearly defined at the time information is initially presented;
- Student may not be penalized in any way for refusing to participate;
- The dispensing of information shall not interrupt or detract from normal classroom activity.

Cross References

Special Use of School Vehicles 3.402
Extracurricular Activities 4.300
Attendance 6.200

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Library Materials**	**4.403**	**08/19/24**
		Rescinds: **4.403**	Issued: **07/17/23**

General

The district's Library Media Specialists shall be responsible for library collection development. *The list of library materials shall be posted online.* Library materials shall be reviewed to ensure the content aligns with state law. Prior to the purchase of new materials, Library Media Specialists shall review the age and maturity level along with the reading level of the selected items for suitability.[1]

Library Media Specialists shall be responsible for periodically reviewing the district's library collection in line with the standards established below.

STANDARDS[2]

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, and/or artistic value and merit; and

4. The collection as a whole shall offer a variety of viewpoints.

Any materials that meet the following criteria shall be removed and excluded from the district's library collection:

1. *Contains nudity, patently offensive descriptions or depictions of sexual excitement or sexual conduct, excess violence, or sadomasochistic abuse as defined in state law*[3]*;*

2. *Are patently offensive as defined in state law; or*

3. *Appeal to the prurient interest as defined in state law.*

COMPLAINTS[4]

If a complaint is made by an employee, student, or parent/guardian, this process is to be followed:

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 may notify the Director of Schools. The principal may request review of the challenged materials by an ad hoc materials review committee within thirty (30) working days. The review committee is appointed by the principal and may include certified library media personnel, classroom teachers, parents, and students.

After receiving the challenged materials, the following steps should occur:

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 Director of Schools. The Director 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 Director 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 original complaint 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. Public Acts of 2024, Chapter No. 782
3. TCA 39-17-901
4. TCA 49-6-3803

Cross References

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

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Grading System**	**4.600**	**08/19/24**
		Rescinds: **4.600**	Issued: **07/11/22**

The Director 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 State Board of Education 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, district-wide, at comparable grade levels, except that the Director 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 Director of Schools shall submit a copy of the grading, reporting, and assessment systems to the Board before the system is implemented.[2] These guidelines shall be communicated annually to students and parent(s)/guardian(s).[1]

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

GRADING SYSTEM: GRADES NINE - TWELVE (9-12)[1]

Schools teaching grades nine (9) through twelve (12) 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 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)

This grading system shall be uniform throughout the school district for each grade.

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

- Honors Courses – three (3) percentage points;
- Local and Statewide Dual Credit and Capstone Industry Certification Aligned – four (4) percentage points; and

- Advanced Placement, Cambridge International, College Level Exam Program (CLEP), and International Baccalaureate Courses, and *Dual Enrollment Courses* – five (5) percentage points.

LOTTERY SCHOLARSHIPS[3]

Each school counselor shall provide 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 online. Students shall be made aware of all applicable FAFSA deadlines and encouraged to submit applications in a timely manner.

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

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]

Legal References

1. TCA 49-2-203(b)(16); TCA 49-2-301(b)(1)(H)
2. TRR/MS 0520-01-03-.02; State Board of Education Policy 3.301; TCA 49-6-407
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

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Promotion and Retention**	**4.603**	**08/19/24**
		Rescinds: **4.603**	Issued: **12/18/23**

General

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 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. Lack of instructional availability; or
2. Additional information acquired after results of local assessment, screening, or monitoring are released.

VOLUNTARY RETENTION

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

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

2. *The parent/guardian believes that retention may benefit the student.*[5]

PROMOTION PLANS[6]

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

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

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

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

RETENTION[7]

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

Decision of Retention – General[9]

If a student is retained, the Director of Schools/designee shall develop an individualized 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 highly effective teacher; 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 Director of Schools shall develop procedures to ensure appropriate recordkeeping of students who are retained.

Decision of Retention – Third Grade[10]

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 "met expectations" or "exceeded expectations") 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 expectations" 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. Beginning with the 2023-2024 school year, the student demonstrates proficiency in ELA standards by scoring within the fiftieth 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.
2. A student in third grade receiving a performance level rating of "below expectations" 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.

Decision of Retention – Fourth Grade[10]

Students in the following categories may be promoted to fifth grade if they demonstrate adequate growth on the fourth-grade ELA portion of the TCAP test:

1. *A student who was promoted to fourth grade due to receiving tutoring for the entirety of the fourth-grade school year; and*

2. *A student who was promoted to fourth grade due to attending a learning loss bridge camp while maintaining a ninety percent (90%) attendance rate and receiving tutoring for the entirety of the fourth grade school year.*

If a student that was promoted to fourth grade under one of the provisions above does not demonstrate adequate growth on the fourth-grade ELA portion of the TCAP test, then the following shall occur:

1. *The student's principal shall convene a conference consisting of the following parties: the student's parent(s)/legal guardian, the student's ELA teacher, and the student's principal.*

2. *The conference shall review the student's fourth grade ELA performance to determine if the student should be promoted to fifth grade.*

3. *At the conclusion of the conference, a majority of the parties shall agree to one of the following:*
   a. *The student will be promoted to fifth grade and be assigned a tutor for the entirety of the student's fifth-grade year; or*
   b. *The student will be retained in fourth grade. A student shall not be retained more than once in fourth grade.*

Decision of Retention – Students with Disabilities[11]

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.

PROMOTION AND RETENTION – GRADES 9-12

Each student is a member of a cohort group determined by the year they entered 9th grade. Students will progress through grades 9-12 with their cohort group. Those not meeting graduation requirements at the end of the eighth term will be retained as a 12th grader.

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 five (5) business days. The student and 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 shall conduct a hearing within ten (10) business days to determine if the student will be promoted and issue such decision within five (5) business days of the hearing. Upon notification of the committee decision, the principal shall send written notification to the Director 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 five (5) business days to the Director 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) business days.

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 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. Public Acts of 2024, Chapter No. 829
6. TRR/MS 0520-01-03-.16(6)
7. TRR/MS 0520-01-03-.16(6)(f)
8. TRR/MS 0520-01-03-.16(6)(e)
9. TRR/MS 0520-01-03-.16(6)(g)
10. TRR/MS 0520-01-03-.16(7)
11. 29 U.S.C. § 794 (Section 504); 20 USCA § 1400 *et seq.*; TRR/MS 0520-01-03-.16(7)(e); Public Acts of 2024, Chapter No. 989
12. TRR/MS 0520-01-03-.16(3); TRR/MS 0520-01-02-.17(7); TCA 49-6-3102(e)(1)
13. TRR/MS 0520-01-03-.16(7)(f)

Cross References

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

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in September	**Physical Assault Leave**	**5.307**	**08/19/24**
		Rescinds: **5.307**	Issued: **07/17/23**

General

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

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

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

PHYSICIAN STATEMENT

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

Legal References

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

Cross References

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

Maryville City Board of Education

Monitoring: **Review: Biennially, in September**	Descriptor Term: **Qualifications and Duties of the Director of Schools**	Descriptor Code: **5.802**	Issued Date: **08/19/24**
		Rescinds: **5.802**	Issued: **02/11/19**

QUALIFICATIONS

The Director of Schools must satisfy all requirements specified in state law and established by the Board.

REPORTS TO: The Board of Education

SUPERVISES: All administrative and supervisory personnel in the district

JOB GOAL: To provide leadership in developing and maintaining the best possible educational programs and services

SCOPE OF RESPONSIBILITY: The management responsibilities of the Director of Schools shall extend to all activities of the district, to all phases of the educational program, to all aspects of the financial operation, to all facility management, and to the conduct of such other duties as may be assigned by the Board. The Director of Schools may delegate these duties together with appropriate authority but may neither delegate nor relinquish ultimate responsibility for results or any portion of accountability.

ESSENTIAL FUNCTIONS

General Administrative

1. Provides leadership in identification of priorities and assures that all activities reflect those board-established priorities.

2. Prepares and recommends short and long-range plans for Board approval and implements those plans when approved.

3. Prepares, in conjunction with the Chair, agenda recommendations relative to all matters requiring board action, including all facts, information, options, and reports needed to assure informed decisions. Provides advice and counsel to the Board on matters before it.

4. Attends all regular and special meetings of the Board and keeps a complete and accurate record of the proceedings of all meetings of the Board and of its official acts.

5. Recommends drafts of new policies or changes to the Board. Anticipates potential problems. Recommends policies or courses of staff action.

6. Develops administrative procedures to implement board policy or for the items deemed necessary for the efficient operation of the schools and disseminates these procedures to appropriate staff.

7. Keeps the Board informed regarding development in other districts or at state and national levels that would be helpful to the district.

8. Ensures that all local, state, and federal standards for the health and safety of the students and staff are maintained and that required reports are maintained.

9. Fulfills all statutory obligations and implements the education law of the State of Tennessee and the rules and regulations of the State Board of Education.[1]

Financial Management

1. Provides direction to and supervision of school business functions. Encourages development and implementation of sound business practices. Continually assesses business practices to achieve efficiency.

2. Prepares, annually, a budget and submits it to the Board for approval. Presents approved budget to the appropriate local funding body for adoption.

3. Makes appropriate written reports for the Board, detailing all receipts and expenditures of the public school funds, and submits them to the local funding body.

4. Ensures that funds are spent prudently by providing adequate control and accounting of the district's financial and physical resources.

Personnel Administration

1. Establishes lines of authority which shall be approved by the Board and shown on the system organization chart. Lines of authority shall not restrict the practical working relationships of all staff members at all levels.

2. Employs such personnel as may be necessary within the limits of budgetary provisions and recommends to the Board teachers who are eligible for tenure.

3. Develops recruitment procedures to assure well-qualified applicants for professional and non-professional positions.

4. Assigns and transfers employees as the interest of the district may dictate and reports such action to the Board for information and record.

5. Holds meetings of teachers and other employees as necessary for the discussion of matters concerning the welfare and improvement of the schools.

6. Communicates directly, or through delegation, all actions of the Board relating to personnel matters to all and receives employees' communications to be made to the Board.

7. Evaluates principals annually.

8. *Informs the Office of Educator Licensing of licensed educators or educators who have a temporary teaching permit who have been suspended or dismissed, or who have resigned, following allegations of conduct, including sexual misconduct, which, if substantiated, would warrant consideration for license suspension, revocation, or formal reprimand or who have been convicted of a felony. This report shall also be made if the licensed educator has pleaded guilty or nolo contendere to, or has been convicted or otherwise found guilty of such an offense or equivalent offense in another jurisdiction. The report shall be submitted within thirty (30) days.*[2]

Instructional Leadership

1. Serves as the chief school executive. Ensures the development and maintenance of a positive educational program designed to meet the needs of the community and to carry out the policies of the Board. Ensures that a system of thorough and efficient education, as defined by state law, is available to all students.

2. Recommends to the Board for its adoption all courses of study, curriculum guides, and major changes in tests and time schedules to be used in the schools.

3. Oversees the timely revisions of all curriculum guides and courses of study.

4. Develops guidelines and direction for monitoring the effectiveness of existing and new programs.

5. Conducts a periodic audit of the total school program and advises the Board of recommendations for the educational advancement of the schools.

6. Seeks out available sources for grant funding to support programs and projects.

7. Ensures that the goals of the school system are adequately reflected in its educational program and operations.

Community/Public Relations

1. Promotes community support of the schools. Interprets district programs and services, reports, plans, events, and activities of interest and solicits community opinions regarding school and educational issues.

2. Identifies available community resources and links to social service agencies that support education and healthy child development.

3. Develops strategies to promote parental involvement in their student's education and provides opportunities for parent-teacher interaction.

4. Maintains contact and good relations with local media. Acts as the Board's spokesperson.

5. Ensures that the district interests will be represented in meetings and activities of municipal and other governmental agencies.

6. Represents the school district and its interests in community organizations, activities, and projects.

TERMS OF EMPLOYMENT: Serves in accordance with the terms of the contract between the Board and the Director of Schools. Salary to be determined by the Board.

EVALUATION: Performance of this job will be evaluated in accordance with provisions of state law and the Board's policy on evaluation of the Director of Schools.

GENERAL REQUIREMENTS: The above statements are intended to describe the general nature and level of work being performed by the person assigned to this position. They are not intended to be a complete list of responsibilities, duties, and skills required of personnel so assigned.

Legal References

1. TCA 49-2-301
2. TRR/MS 0520-02-03-.09(2); TCA 49-5-417(c); TCA 49-5-106(f); Public Acts of 2024. Chapter No. 577

Cross References

Executive Committee 1.301
Board-Media Relations 1.502
Administrative Procedures 1.601
Administrative Committees 1.602
Administrative Reports 1.603
School District Planning 1.701
Job Descriptions 5.103
Application and Employment 5.106
Evaluation of the Director of Schools 5.803

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**School Admissions**	**6.203**	**08/19/24**
		Rescinds: **10.16**	Issued: **05/13/19**

Any student entering school for the first time shall present:

1. A birth certificate or officially acceptable evidence of date of birth at the time of registration;[1]

2. Evidence of a current medical examination;[2] and

3. Evidence of state-required immunizations or exemption as authorized by state law.[3]

The name used on the records of a student entering school shall 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 have been assigned to a resident of the district by a power of attorney or order of the court shall be enrolled in school provided appropriate documentation has been filed with the district office.[5]

A student may transfer into the school system at any time during the year if his/her parent(s) or legal guardian(s) moves his/her residence into the school system.

ADJUDICATED DELINQUENT STUDENT[6]

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 confidential and shall not be released to others, and the written notification shall not become a part of the student's record.[7]

PROOF OF RESIDENCY

Parents/legal guardians/custodians having lawful control of students (proof of legal custody shall be required) must provide proof of residence in the Maryville City School District in order to enroll a child. The Director of Schools shall develop administrative procedures and forms, consistent with state law and the City of Maryville Charter, for verifying residency within the corporate limits of Maryville.

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

Admission of Suspended/Expelled Students 6.318
Homeless Students 6.503
Migrant Students 6.504
Students in Foster Care 6.505
Students from Military Families 6.506

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Title IX & Sexual Harassment**	**6.3041**	**08/19/24**
		Rescinds: **6.3041**	Issued: **01/16/24**

General

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 COORDINATOR[5]

The Title IX Coordinator shall respond promptly to all general reports as well as formal complaints of sexual harassment. He/she 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:

Title: Amy Vagnier, Assistant Director of Schools

Mailing address: 520 S. Washington Street, Maryville, TN 37804

Phone number: 865-982-7121

Email: amy.vagnier@maryville-schools.org

DEFINITONS[4]

"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 stalking[9] 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.

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, he/she may be placed on administrative leave during the pendency of the grievance process.[12] The Title IX Coordinator shall keep the Director of Schools informed of any employee respondents so that he/she 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 Director 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]

Investigations[16]

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 Assistant Director of Schools 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 Assistant Director of Schools 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 Director of Schools.

Determination of Responsibility[19]

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 clear and convincing evidence standard shall be used in making this determination.[21]

The Assistant Director of Schools shall act as the decision-maker. He/she shall receive the final report of the investigation and allow each party the opportunity to submit written questions that he/she wants asked of any party or witness prior to the 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.

APPEALS[22]

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.

RETALIATION[23]

Retaliation against any person who makes a report or complaint or assists, participates, or refuses to 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
Staff-Student Relations 5.610
Code of Conduct 6.300
Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304
Child Abuse and Neglect 6.409

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Zero Tolerance Offenses**	**6.309**	**08/19/24**
		Rescinds: **6.309**	Issued: **07/17/23**

In order to ensure a safe and secure learning environment, the following offenses shall not be tolerated:[1]

WEAPONS & DANGEROUS INSTRUMENTS

Firearms (State Zero Tolerance Statute)[2]

In accordance with state law, any student who brings to school or is in unauthorized possession of a firearm on school property shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.[7]

Weapons other than firearms (Local Zero Tolerance Policy)

Students shall not possess, handle, transmit, use, or attempt to use any dangerous weapon on school buses, on school property, or while on school sponsored outings.[9]

Dangerous weapons for the purposes of this policy shall include, but are not limited to, anything manifestly designed, made, or adapted for the purpose of inflicting death or serious bodily injury or anything that in the manner of its use or intended use is capable of causing death or serious bodily injury.[10]

Violators of this section shall be expelled for a period of not less than ninety (90) days. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.[7]

DRUGS AND ALCOHOL

Drug Possession (State Zero Tolerance Statute)[3]

In accordance with state law, any student who unlawfully possesses any drug, including any controlled substance, controlled substance analogue, or legend drug on school grounds or at a school-sponsored event, shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.[7]

Local Zero Tolerance Policy

Students shall not consume, possess, use, sell, distribute, or be under the influence of alcoholic beverages in school buildings, on school grounds, in school vehicles or buses, or at any school-sponsored activity, function, or event, whether on or off school grounds.

Students shall not be under the influence of illegal drugs in school buildings, on school grounds, in school vehicles or buses, or at any school-sponsored activity, function, or event, whether on or off school grounds. This includes but is not limited to abuse of inhalants and prescription drugs.

Students shall not possess, sell, or distribute drug paraphernalia, including, but not limited to, vape pens/products uses with or associated with evidence of THC and/or CBD products.

Students shall not use or be under the influence of products containing or marketed as containing any level THC and/or CBD. For controlled substance possession, see the State Zero Tolerance section above.

Violators of this section shall be expelled for a minimum of ninety (90) days. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.

ASSAULT (State Zero Tolerance Statute)

In accordance with state law, any student who commits aggravated assault[4] or commits assault that results in bodily injury[5] upon any teacher, principal, administrator, any other employee of the school, or school resource officer shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.[7]

THREAT OF MASS VIOLENCE[6] (State Zero Tolerance Statute)

In accordance with state law, any student who makes a valid threat of mass violence on school property or at a school-related activity as determined by a threat assessment team shall be expelled for a period of not less than one (1) calendar year. The Director of Schools shall have the authority to modify this expulsion requirement on a case-by-case basis.[7]

Students that commit zero tolerance offenses may be assigned to an alternative school or program at the discretion of the Director of Schools.[7]

NOTIFICATION

When it is determined that a student has violated this policy, the principal of the school shall notify the student's parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.[8]

Legal References

1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. TCA 39-16-517; TCA 49-6-3401(g)(2)(D); Public Acts of 2024, Chapter No. 882
7. TCA 49-6-3401(g)(2); TCA 49-6-3402
8. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1); Public Acts of 2024, Chapter No. 882

Cross References

Threat Assessment Team 3.204
Code of Conduct 6.300
Drug-Free Schools 6.307
Suspension 6.316
Student Disciplinary Hearing Authority 6.317
Alternative Education 6.319
Safe Relocation of Students 6.4081

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Annually, in March	**Suspension**	**6.316**	**05/19/24**
		Rescinds: **6.316**	Issued: **05/13/19**

General

A principal may suspend a student from attendance in a specific class or school related activity without suspending the student from attendance at school. Based on the severity of the offense, a principal may suspend a student from attendance at school and all school activities.

Students may be suspended for good and sufficient reasons including, but not limited to:[1]

1. Willful and persistent violation of the rules of the school;
2. Immoral or disreputable conduct, including vulgar or profane language;
3. Violence or threatened violence against the person of any personnel attending or assigned to any school;
4. Willful or malicious damage to real or personal property of the school or the property of any person attending or assigned to the school;
5. Inciting, advising, or counseling of others to engage in any of the acts herein enumerated;
6. Marking, defacing, or destroying school property;
7. Possession of a pistol, gun, or firearm on school property;[2]
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 barbital 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 his/her misconduct, questioned about it, and allowed to give an explanation.

If, as a result of an investigation, a principal or his/her 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.[7]

When a student is suspended, the principal shall notify the parent(s)/guardian(s) and the Director 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, he/she 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.[8]

SUSPENSIONS LONGER THAN FIVE DAYS[9]

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 DAYS[10]

If the principal suspends a student for longer than ten (10) days, he/she 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.

SCHOOL-SPONSORED EVENTS[6]

If a student assaults an employee, he/she shall be suspended from school-sponsored events for one (1) calendar year unless modified by the Director 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. Public Acts of 2024, Chapter No. 882
6. Public Acts of 2024, Chapter No. 915; TCA 39-13-101
7. TCA 49-6-3401(i)
8. TCA 49-6-3401(d)
9. TCA 49-6-3401(c)(3)
10. TCA 49-6-3401(c)(4)
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
Disciplinary Hearing Authority 6.317
Alternative School Programs 6.319

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in March	**Admission of Suspended, Expelled, or Remanded Students**	**6.318**	**08/19/24**
		Rescinds: **6.318**	Issued: **07/11/22**

The Board may deny admission of any student (except those in state custody) who has been expelled, suspended, or remanded from another school system in Tennessee or another state even though the student has established residency in the system in which he/she seeks enrollment.

After a request for enrollment is made, the Director of Schools shall investigate the facts surrounding the suspension/expulsion/remandment from the former school district. The principal may ask the parent(s)/guardian(s) in writing if their student has been adjudicated delinquent for an offense listed in TCA 49-6-3051 and submit any records to the Director of Schools.[1] Based on the results of the investigation, the Director of Schools shall make a recommendation to the Board to approve or deny the request.

The Board shall not deny enrollment beyond the length of the imposed suspension, expulsion, or remandment.

A student may be dismissed if it is determined subsequent to the enrollment that the student has been suspended, expelled, or remanded from the former school system.[2]

Legal References

1. Public Acts of 2024, Chapter No. 721
2. TCA 49-6-3401(f); 20 USCA § 1232g(b)(4), (h)

Cross References

School Admissions 6.203
Student Records 6.600

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Opioid Antagonist**	**6.4052**	**08/19/24**
		Rescinds: **6.4052**	Issued: **05/13/19**

General

The district shall maintain an opioid antagonist at each school in at least two (2) unlocked, secure locations to be administered to any student believed to be having a drug overdose.[1] *The opioid antagonist shall be stored in accordance with the manufacturer's instructions.*[2] School nurses and other school personnel expected to provide emergency care to students shall be trained according to the Tennessee Department of Health guidelines. The school nurse or other trained school personnel may utilize the school's supply of opioid antagonists to respond to a drug overdose, under a standing protocol from a physician.

School district staff shall not prohibit a student, employee, or visitor from possessing an opioid antagonist while the person is on school property or attending a school-sponsored activity held at a location that is not school property.[2]

PARENTAL NOTIFICATION

The school district shall notify the parent(s)/guardian(s) of any student to whom an opioid antagonist has been administered.

PROCEDURES

The Director of Schools shall develop procedures for the maintenance and usage of opioid antagonists as well as procedures regarding record keeping and reporting after any incident.

Legal References

1. State Board of Education Policy 4.205; TCA 49-50-1604
2. Public Acts of 2024, Chapter No. 629

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Reporting Child Abuse**	**6.409**	**05/19/24**
		Rescinds: **6.409**	Issued: **07/11/22**

General

The Director 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 and submit this information to the Department of Children's Services;*

2. Require that the Coordinator and the Alternate receive appropriate training;

3. Supply the Coordinator with all necessary resources;

4. Ensure that all school 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 law 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.

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 investigations[6] 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; Public Acts of 2024, Chapter No. 571
2. TCA 37-1-408
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. TCA 49-6-1601(d)(1)(B)(v)
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, Cyber-bullying, and Intimidation 6.304
Title IX & Sexual Harassment 6.3041
Promoting Student Welfare 6.400

FIELD TRIP REQUEST FORM

Maryville City Schools

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

Coordinating Teacher(s): L. HARRIS – COACH HAMES

Trip Date: 9/13-14/2024 Destination: LIVT Volleyball Tourney – Louisville KY

Cost Per Student: Ø Cost Per Adult: Ø

* requires school Board Approval

Number of Attending Students: 16 Number of Attending Adults: 3

Departure Time: 10:00 AM Return Time: 11:00 pm

Is this an overnight trip? (Yes) No *overnight trips require board approval.

Funding Source: 601.103 *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: Competition

Trip Coordinator's Signature: _____

Principal's Signature: Heather Whitt

Director of Schools Signature: _____ Date: 7/26/24

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: _____

A3

FIELD TRIP REQUEST FORM

Maryville City Schools

School: Maryville High Grade/Course/Team/Organization: **Cross Country (Boys and Girls)**

Coordinating Teacher(s): Douglas Martin

Trip Date: Oct. 4th and 5th, 2024 Destination: Jesse Owens Classic Race, Oakville, AL

Cost Per Student: $50 Cost Per Adult:

Number of Attending Students: 34 Number of Attending Adults: 2

Departure Time: Friday 10AM Return Time: Saturday 9:00PM

Is this an overnight trip? Yes *overnight trips require board approval

Funding Source: Student pay and Team Pay *for trips requiring board approval

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

Transportation: ☐ Walk ☐ Cars ☒ Bus ☐ SPED Bus Buses #__1_____

Bus Service Provider: Rocky Top

Trip Justification: Teams will compete in on of the premier cross country races in the southeast U.S.

Trip Coordinator's Signature: _____

Principal's Signature: _____

Director of Schools Signature: _____ Date: 8/5/24

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: Cross Country

Coordinating Teacher(s): Douglas Martin

Field Trip Destination: ___Jesse Owens Classic XC Race_____

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: _____

REVISED 9.8.2

FIELD TRIP REQUEST FORM

Maryville City Schools

School: **Maryville High School** Grade/Course/Team/Organization: **All East Honors Chorus Honorees**

Coordinating Teacher(s): **Byron Davis**

Trip Date: **November 21-23, 2024** Destination: **Lee University in Cleveland, TN**

Cost Per Student: **$150** Cost Per Adult: **$100**

Number of Attending Students: **15** Number of Attending Adults: **2**

Departure Time: **8 am** Return Time: **9 pm**

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

Funding Source: **students pay field trip fee** *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 Tours**

Trip Justification: **Honors choir clinic, rehearsals and performance for All-East Tennessee Chorus students**

Trip Coordinator's Signature: _____

Principal's Signature: _____

Director of Schools Signature: _____ Date: 8/5/24

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: _____

Request to Release Students for School-Related Events

Teacher: Jonathan Leichman Course/Team/Organization: Maryville High School Band

Event: ETSBOA Jazz Clinic

Location: Walker Valley High School

Dates of Trip (Include Departure/Return Time):

Departure Date: 1/24/2025 Departure Time: 11:00 a.m.

Return Date: 1/25/2025 Return Time: TBD Following Concert Performance Participant's Family's responsibility to provide transportation home from the clinic

Check all that apply:

In-County: ☐ Out-of-County: ☐ *Overnight: ☑ *Out of State: ☐
*(Requires Board Approval)

Transportation: Walk: ☐ Parents Provide: ☐ Bus: ☐ Central office Van: 1 Number of Busses: _____

Cost for each student: $ 85 Means of funding trip: student participation fee

Educational Purpose:

Promote the advancement of instrumental music education in a jazz clinic band format comprised of students who earned placement through a rigorous music audition process.

Teacher Signature: Jonathan Leichman Date: 7/31/2024

Request Approved: ✓ Request Not Approved: _____

Principal's Signature: Heather Whitlow Date: 8/1/24

Superintendent Signature: Rob Words Date: 8/5/24

*School Board Approved: _____ Date: _____

IMPORTANT REQUIREMENT

Please give classroom teachers a minimum of two weeks' notice of the event.
To help Administration, teachers, and the Attendance Office, please return list of students alphabetically and indicate their grade level.

Please return to Suzanne Click

Request to Release Students for School-Related Events

Teacher: Jonathan Leichman Course/Team/Organization: Maryville High School Band

Event: ETSBOA All-State East Senior Clinic

Location: The Park Vista - a DoubleTree by Hilton Hotel - Gatlinburg

Dates of Trip (Include Departure/Return Time):

Departure Date: 2/6/2025 Departure Time: 12:00 noon

Return Date: 2/8/2025 Return Time: TBD Following Concert Performance Participant's Family's responsibility to provide transportation home from the clini

Check all that apply:

In-County: ☐ Out-of-County: ☐ *Overnight: ☑ *Out of State: ☐
*(Requires Board Approval)

Transportation: Walk: ☐ Parents Provide: ☐ Bus: ☑ Number of Busses: 1
To Clinic (Not From)

Cost for each student: $ 160 Means of funding trip: student participation fees

Educational Purpose:

Promote the advancement of instrumental music education in a clinic band format comprised of students who earned placement through a rigorous music audition process.

Teacher Signature: Leich Date: 7/30/2024

Request Approved: ✓ Request Not Approved: _____

Principal's Signature: Heather Mitchell Date: 8/1/24

Superintendent Signature: Mike White Date: 8/5/24

*School Board Approved: _____ Date: _____

IMPORTANT REQUIREMENT

Please give classroom teachers a minimum of two weeks' notice of the event.
To help Administration, teachers, and the Attendance Office, please return list of students alphabetically and indicate their grade level.

Please return to Suzanne Click

FIELD TRIP REQUEST FORM
Maryville City Schools

School: MHS Grade/Course/Team/Organization: 10-12 Orchestra
Coordinating Teacher(s): Mathew Wilkinson
Trip Date: 2/6 - 2/8 Destination: Gatlinburg, TN
Cost Per Student: $100 Cost Per Adult: N/A
Number of Attending Students: 10 Number of Attending Adults: 2
Departure Time: 12:00 Return Time: 5:00
Is this an overnight trip? ☒ Yes ☐ No *overnight trips require board approval
Funding Source: Students *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: Rocky Top
Trip Justification: ETSBOA Senior Clinic
Trip Coordinator's Signature: Mathew Wilkinson
Principal's Signature: Heather Hatch
Director of Schools Signature: Mike Winstead Date: 8/5/24
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: _____

FIELD TRIP REQUEST FORM
Maryville City Schools

School: MHS Grade/Course/Team/Organization: 10-12 Orchestra / Band
Coordinating Teacher(s): Mathew Wilkinson / Jonathan Leizhnan
Trip Date: 3/04/25/3/12/25 Destination: Disney World / Universal
Cost Per Student: $1300 Cost Per Adult: $1300
Number of Attending Students: 40 Number of Attending Adults: 10
Departure Time: 6:00 AM Return Time: 8:00 PM
Is this an overnight trip? [X] Yes [ ] No *overnight trips require board approval
Funding Source: Students / Families *for trips requiring board approval
Is a school nurse required to attend? [ ] Yes [X] No
Transportation: [ ] Walk [ ] Cars [X] Bus [ ] SPED Bus Number of Buses _____
Bus Service Provider: Premier Transportation
Trip Justification: Team / Program Building -
Trip Coordinator's Signature: Matthew
Principal's Signature: Heather Hatch
Director of Schools Signature: Dr. Wyrick Date: 8/15/24
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: _____

Request to Release Students for School-Related Events

Teacher: Jonathan Leichman Course/Team/Organization: Maryville High School Band

Event: TMEA All-state

Location: Gaylord Opryland Resort and Convention Center

Dates of Trip (Include Departure/Return Time):

Departure Date: 4/10/2025 Departure Time: 12:00 noon

Return Date: 4/13/2025 Return Time: TBD Following Concert Performance Participant's Family's responsibility to provide transportation home from the clinic

Check all that apply:

In-County: ☐ Out-of-County: ☐ *Overnight: ☑ *Out of State: ☐
*(Requires Board Approval)

Transportation: Walk: ☐ Parents Provide: ☐ Bus: ☑ Number of Busses: 1 And/OR 1 to 2 7 Passenger Mini Vans C/O To Clinic (Not From)

Cost for each student: $ 250 Means of funding trip: student participation fees band boosters if needed to assist

Educational Purpose:

Promote the advancement of instrumental music education in a clinic band format comprised of the top band students in the state of TN who earned placement through a rigorous music audition process.

Teacher Signature: [signature] Date: 7/30/2024

Request Approved: ✓ Request Not Approved: _____

Principal's Signature: [signature] Date: 8/1/24

Superintendent Signature: [signature] Date: 8/5/24

*School Board Approved: _____ Date: _____

IMPORTANT REQUIREMENT

Please give classroom teachers a minimum of two weeks' notice of the event.
To help Administration, teachers, and the Attendance Office, please return list of students alphabetically and indicate their grade level.

Please return to Suzanne Click

FIELD TRIP REQUEST FORM
Maryville City Schools

School: MHS Grade/Course/Team/Organization: 10-12 Orchestra
Coordinating Teacher(s): Mathew Wilkinson
Trip Date: 4/10-4/13 Destination: Nashville, TN
Cost Per Student: $800 Cost Per Adult: $800
Number of Attending Students: ~~$800~~ 1 Number of Attending Adults: 1
Departure Time: 12:00 Return Time: 5:00
Is this an overnight trip? ☒ Yes ☐ No *overnight trips require board approval
Funding Source: Student / Boosters Club *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: N/A
Trip Justification: TNMEA Music Conference
Trip Coordinator's Signature: [signature]
Principal's Signature: _____
Director of Schools Signature: [signature] Date: 8/5/24
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: _____

CENTRAL Technologies, Inc.

We have prepared a quote for you

Palo Alto - renewal / serials 016401013105 & 016401013078

Quote # 023144
Version 1

Prepared for:

Maryville City Schools

Andy Lombardo
andy.lombardo@maryville-schools.org

1yr

Description		Price	Qty	Ext. Price
PAN-PA-3260-ATP-HA2-R	**Advanced Threat Prevention subscription for device in an HA pair renewal, PA-3260**	$10,377.00	1	$10,377.00
PAN-PA-3260-ATP-HA2-R	**Advanced Threat Prevention subscription for device in an HA pair renewal, PA-3260**	$10,377.00	1	$10,377.00
PAN-SVC-STND-3260-R	**Standard support renewal, PA-3260**	$4,873.50	1	$4,873.50
PAN-SVC-STND-3260-R	**Standard support renewal, PA-3260**	$4,873.50	1	$4,873.50

Subtotal: **$30,501.00**

3yr

Description		Price	Qty	Ext. Price
PAN-PA-3260-ATP-HA2-R	**Advanced Threat Prevention subscription for device in an HA pair renewal, PA-3260**	$27,004.84	1	$27,004.84
PAN-PA-3260-ATP-HA2-R	**Advanced Threat Prevention subscription for device in an HA pair renewal, PA-3260**	$27,004.84	1	$27,004.84
PAN-SVC-STND-3260-R	**Standard support renewal, PA-3260**	$14,590.89	1	$14,590.89
PAN-SVC-STND-3260-R	**Standard support renewal, PA-3260**	$14,590.89	1	$14,590.89

Subtotal: **$83,191.46**

pitney bowes

NASPO ValuePoint FMV Lease Agreement (Option C) Quote

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee			Tax ID # (FEIN/TIN)
MARYVILLE HIGH SCHOOL			626000353

Sold-To: Address

825 LAWRENCE AVE, MARYVILLE, TN, 37803-4857, US

Sold-To: Contact Name	Sold-To: Contact Phone #	Sold-To: Account #
Jennifer Daves	8659821132	0012726184

Bill-To: Address

825 LAWRENCE AVE, MARYVILLE, TN, 37803-4857, US

Bill-To: Contact Name	Bill-To: Contact Phone #	Bill-To: Account #	Bill-To: Email
Jennifer Daves	8659821132	0012726184	jennifer.daves@maryville-schools.org

Ship-To: Address

825 LAWRENCE AVE, MARYVILLE, TN, 37803-4857, US

Ship-To: Contact Name	Ship-To: Contact Phone #	Ship-To: Account #
Jennifer Daves	8659821132	0012726184

PO #	Quote Expiration Date
.	2024-08-16

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROCSERIES4	SendPro C Series - Version 4
1	1FXA	Interface to InView Dashboard
1	7H00	C Series IMI Meter
1	8H00	C Series IMI Base
1	APAC	Connect+ Accounting Weight Break Reports
1	APAX	Cost Acctg Accounts Level (100)
1	APKN	Account List Import/Export
1	C2C1	C425 SendPro C - 5lb Scale Bundle
1	CAAB	Basic Cost Accounting
1	COVER-SPC	Protective Dust Cover - SendPro C
	F90I	Basic Installation and Training
1	F9PG2	PowerGuard LE Service Package
1	HZ80001	SendPro C Series Drop Stacker
1	ME1A	Meter Equipment - C Series

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Pitney Bowes Confidential Information

1	PAB1	C Series Premium App Bundle
1	PTJ1	SendPro Online-PitneyShip
1	PTJA	SPO-PitneyShip Basic 1 User
1	PTJN	Single User Access
1	PTK1	Web Browser Integration
1	PTK2	SendPro C Series Shipping Integration
1	SJS1	C200 SoftGuard
1	SPCRK	Return Kit for SendPro C Series
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro C Series - Version 4)
1	ZH24	Manual Weight Entry
1	ZH27	HZ02 65 LPM Speed
1	ZHC425	SendPro C425 Base System Identifier
1	ZHD5	USPS Rates with Metered Letter
1	ZHD7	E Conf Services for Metered LTR. BDL
1	ZHD9	Retail Ground LOR

Your Payment Plan

Initial Term: 60 months	Initial Payment Amount:	
Number of Months	**Monthly Amount**	**Billed Quarterly at***
60	**$ 74.41**	**$ 223.23**

*Does not include any applicable sales, use, or property taxes which will be billed separately.
If the equipment listed above is replacing your current meter, your current meter will be taken out of service once this lease commences.

( ) Tax Exempt Certificate Attached
( ) Tax Exempt Certificate Not Required

(X) Purchase Power® transaction fees included
( ) Purchase Power® transaction fees extra

Sales Information

Cassandra Studd	cassandra.studd@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance

This Quotation is for budgeting and planning purposes only and is not legally binding. The supply of any goods or services is subject to a separate written order which will be issued by Pitney Bowes and will be subject to the terms and conditions incorporated therein.

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See Pitney Bowes Terms for additional terms and conditions
Pitney Bowes Confidential Information

2025-2026 Maryville City Schools

July '25

Su	M	Tu	W	Th	F	Sa
		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		

August '25

Su	M	Tu	W	Th	F	Sa
					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						

September '25

Su	M	Tu	W	Th	F	Sa
	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				

October '25

Su	M	Tu	W	Th	F	Sa
1			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	

November '25

Su	M	Tu	W	Th	F	Sa
						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						

December '25

Su	M	Tu	W	Th	F	Sa
	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			

January '26

Su	M	Tu	W	Th	F	Sa
				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

February '26

Su	M	Tu	W	Th	F	Sa
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

March '26

Su	M	Tu	W	Th	F	Sa
	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				

April '26

Su	M	Tu	W	Th	F	Sa
			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		

May '26

Su	M	Tu	W	Th	F	Sa
					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						

June '26

Su	M	Tu	W	Th	F	Sa
	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				

July 28 - Administrative Day
July 29 - Professional Development
July 30 - Professional Development
July 31 - Registration
August 1- Administrative Day
August 4 - Staggered start - last name A-K
August 5 - Staggered start - last name L-Z
September 1 - Labor Day
October 6-10 - Fall Break
October 13 - Intervention & Enrichment
October 14 - Professional Development
November 4 - Professional Development
November 26 - Professional Development (self-directed, banked time)
November 27-28 - Thanksgiving Break
December 18 - Last day for students before break
December 19 - Administrative Day
December 22-January 2 - Winter Break
January 5 - Professional Development
January 19 - Holiday
February 16 - Professional Development
March 12-13 - Intervention & Enrichment or SNOW MAKEUP if needed
March 16-20 - Spring Break
April 3 & 6 - Holidays
May 22 - Last day for students
May 25 - Holiday
May 26 - Administrative Day

In additional to the above listed professional development, teachers must earn 13 additional, pre-approved professional development hours before the close of school. Teachers must also earn six parent/teacher contact hours throughout the year.

First 5 snow days will use stockpiled days.
Snow days 6 and 7 made up on March 12-13

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**GPA Calculation and Recognition**	**4.602**	**09/09/24**
		Rescinds: **4.602**	Issued: **04/11/22**

It is the desire of the School Board that honors courses, courses for which students receive college credit, industry certification aligned courses, and Advanced Placement courses receive additional weight in GPA calculations. The Director of Schools shall develop procedures for GPA calculations, in accordance with the guidelines set forth by the State Board of Education, which will be communicated annually in the appropriate Student Handbooks.

REPEATING COURSES IN GRADES 9-12

With the principal's permission, students may repeat courses on a space-available basis under provisions set forth in this policy.

Courses previously failed may be repeated in summer school or during the regular school year. Students with a final course grade between 50-69 may be eligible for credit recovery.

Courses passed with a grade of "B" or better may not be repeated. A passing grade of "C" or lower may be repeated with principal approval.

When a course is repeated, the higher of the two grades shall be computed as part of the accumulated grade point average. However, both the old and new grades will appear on the student transcript.

CLASS RANKING

The weighted GPA will be calculated on all course work as outlined in the Maryville High School course catalog.

~~Maryville City Schools shall not rank students numerically and a valedictorian and salutatorian will not be named. Instead for the purpose of honors recognition MCS will use the following Latin System:~~

Maryville City Schools shall report class rank in deciles (e.g., top 10%, top 20%, and so on) rather than an exact number. A valedictorian and salutatorian will not be named. For honors recognition, MCS will use the following Latin System:

- Summa Cum Laude 4.45 and above
- Magna Cum Laude 4.25 – 4.44
- Cum Laude 3.95 – 4.24

Cross References

Grading System 4.600
Graduation Requirements 4.605

Maryville City Schools
Visitor Code of Conduct

The following will be included in Board Policy and posted on signs in all campuses.



The following will be included on the website, annual student verification form (signature required), new student enrollment form (signature required), and in school handbooks.

Maryville City Schools
Visitor Code of Conduct

The Maryville City Schools Board of Education has adopted the following Code of Conduct to outline the expected behavior of visitors on school grounds. Any parent, community member, or visitor on school property or attending a school program or activity MUST:

- **Help establish and maintain a safe, secure, and peaceful environment that promotes learning and positive character development.**
- **Respect the person and property of others.**
- **Use respectful and non-threatening language.**

Parents, community members, and any visitors to school property or school programs/activities <u>MUST NOT:</u>

1. **Circumvent school security procedures**
2. **Behave in a manner that threatens, injures, or harasses others.**
3. **Use obscene or threatening language.**
4. **Approach or chastise someone else's child.**
5. **Damage school property or the personal property of others.**
6. **Disrupt classes, programs, or activities.**
7. **Distribute or wear materials that are vulgar, obscene, promote illegal actions or drugs, or are disruptive.**
8. **Harass or discriminate in any form.**
9. **Enter restricted areas of school property.**
10. **Refuse to leave school property when directed by administration or law enforcement.**
11. **Use, sell, or distribute alcohol, tobacco, vaping products, or illegal drugs.**
12. **Possess or use firearms or dangerous weapons (except for law enforcement officers).**
13. **Violate any laws, ordinances, or school policies.**
14. **Record audio or video where there is an expectation of privacy.**
15. **Disrupt or confront school transportation staff or activities.**

	General Purpose Schools-Revenue Account Name	2023-2024 Approved Budget	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP *Amendment #3* *August 2024*	2023-2024 Amended Budget (3rd) *final*
40110	Current Property Tax-County	$12,482,834	$11,491,834	$11,491,834		$11,491,834
40120	Trustee Collections-Prior Yr	135,000	125,000	125,000		125,000
40125	Trustee Collections-Bankruptcy	55,000	50,000	50,000		50,000
40130	Circuit/C&M Collections-Pr Yrs	60,000	55,000	55,000		55,000
40140	Interest and Penalty	31,000	29,400	29,400		29,400
40162	Payment in Lieu of Taxes-Local	91,000	81,000	81,000		81,000
40163	Payment in Lieu of Taxes-KCDC	7,000	7,000	7,000		7,000
40210	Local Option Sales Tax	13,635,127	13,635,127	13,635,127		13,635,127
40270	Business Tax	300,000	290,000	290,000		290,000
40275	Mixed Drink Tax	215,000	205,000	205,000		205,000
40610	Current Property Tax-City	9,422,500	9,422,500	9,422,500		9,422,500
41110	Marriage Licenses	3,000	3,000	3,000		3,000
43511	Tuition - Regular Day Students	640,000	650,400	650,400		650,400
44110	Interest Earned	250,000	20,600	20,600		20,600
44120	Lease/Rentals	10,080	10,080	10,080		10,080
44170	Miscellaneous Refunds	10,000	10,000	25,000		25,000
44570	Contributions & Gifts	5,000	5,000	5,000		5,000
44990	Other Local Revenues	140,000	140,000	160,000		160,000
46510	Tennessee Investment in Student Achievement (TISA)	32,587,052	32,587,052	32,805,272	($155,753)	32,649,519
46513	TISA On-behalf payments	0	0	0	124,000	124,000
46515	Early Childhood Education Program (VPK)	167,365	167,365	245,919		245,919
46550	Driver Education	20,000	20,000	20,000		20,000
46590	Other State Education Funds	750,503	814,942	814,942	12,659	827,601
46610	Career Ladder Program	75,000	75,000	75,000	(20,000)	55,000
46790	Innovative School Models (ISM) Grant	1,093,474	1,093,474	1,093,474	(164,230)	929,244
46852	Interstate Telecom	18,000	15,161	15,161		15,161
46980	Other State Grants (Public School Security Grant)	0	0	231,351		231,351
46990	Other State Revenues (Paid Parental Leave)	0	0	0	154,000	154,000
47143	Education of Handicapped IDEA		0	0		0
47590	Other Federal Through State	0	0	0	49,324	49,324
49999	Appropriated Fund Balance	0	3,500,000	3,500,000		3,500,000
	Total General Purpose School Fund	$72,203,935	$74,503,935	$75,067,060	$ -	$75,067,060

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Regular Education Instruction - 71100							
71100 116	116	Teachers	$21,788,090	$21,788,090	$21,788,090	$26,000	$21,814,090
71100 117	117	Career Ladder Program	70,000	70,000	70,000	(23,000)	47,000
71100 128	128	Homebound Teachers	30,000	30,000	30,000	(22,000)	8,000
71100 163	163	Educational Assistants	1,971,145	1,971,145	1,971,145	(37,000)	1,934,145
71100 189	189	Other Salaries & Wages	333,105	333,105	333,105	81,000	414,105
71100 195	195	Substitute Teachers (Certified)	110,000	110,000	110,000	12,000	122,000
71100 198	198	Substitute Teachers (Non - Certified)	220,000	220,000	220,000	19,000	239,000
71100 201	201	Social Security	1,514,219	1,514,219	1,281,219	(56,000)	1,225,219
71100 204	204	State Retirement	1,570,100	1,570,100	1,570,100	47,000	1,617,100
71100 206	206	Life Insurance	12,536	12,536	12,536		12,536
71100 207	207	Medical Insurance	3,357,454	3,357,454	3,357,454	230,000	3,587,454
71100 212	212	Medicare	355,574	355,574	355,574	(12,000)	343,574
71100 217	217	Retirement-Hybrid Stabilization	-	-	-	20,000	20,000
71100 299	299	Other Fringe Benefits	126,104	126,104	126,104	17,500	143,604
71100 311	311	Contracts with Other School Systems	30,000	30,000	30,000		30,000
71100 336	336	Musical Instrument Repairs	10,000	10,000	10,000		10,000
71100 399	399	Other Contracted Services	26,000	26,000	26,000	1,000	27,000
71100 429	429	Inst. Supplies & Materials	400,000	400,000	400,000	(250,000)	150,000
71100 430	430	Textbooks-Electronic	50,000	50,000	50,000	(49,000)	1,000
71100 449	449	Textbooks-Bound	15,000	15,000	15,000	80,000	95,000
71100 471	471	Software	650,000	650,000	650,000	5,000	655,000
71100 499	499	Other Supplies & Materials	10,000	10,000	10,000		10,000
71100 599	599	Other Charges	10,000	10,000	14,000	11,000	25,000
71100 595	595	TISA On Behalf Payments	-	-	-	92,000	92,000
71100 722	722	Regular Instruction Equip.	1,500,000	1,500,000	1,500,000	(1,200,000)	300,000
		Total Regular Education Instruction	$34,159,327	$34,159,327	$33,930,327	($1,007,500)	$32,922,827
Alternative School - 71150							
71150 116	116	Teachers	$347,298	$347,298	$347,298	$7,300	$354,598
71150 163	163	Educational Assistants	38,998	38,998	38,998	2,500	41,498
71150 189	189	Other Salaries & Wages	-	-	1,000		1,000
71150 201	201	Social Security	23,950	23,950	23,950		23,950
71150 204	204	State Retirement	23,651	23,651	23,651	3,000	26,651
71150 206	206	Life Insurance	160	160	160		160
71150 207	207	Medical Insurance	42,852	42,852	42,852	6,500	49,352
71150 212	212	Medicare	5,602	5,602	5,602		5,602
71150 217	217	Retirement-Hybrid Stabilization	-	-	-		-
71150 299	299	Other Fringe Benefits	1,612	1,612	1,612	1,000	2,612
71150 399	399	Other Contracted Services	5,000	5,000	5,000	(5,000)	-
71150 429	429	Instr. Supplies & Materials	3,500	3,500	3,500		3,500
71150 499	499	Other Supplies & Materials	4,000	6,000	8,000	2,000	10,000
71150 599	599	Other Charges	5,000	5,000	3,000		3,000
		Total Alternative School Instruction	$501,623	$503,623	$504,623	$17,300	$521,923

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Special Education Instruction - 71200							
71200 116	116	Teachers	$2,271,530	$2,271,530	$2,271,530		$2,271,530
71200 128	128	Homebound Teachers	9,000	9,000	9,000		9,000
71200 163	163	Educational Assistants	2,117,265	2,117,265	2,117,265	($60,000)	2,057,265
71200 171	171	Speech Pathologists	418,880	418,880	418,880	(7,000)	411,880
71200 189	189	Other Salaries & Wages	20,000	20,000	20,000	2,000	22,000
71200 201	201	Social Security	298,632	298,632	298,632	(16,000)	282,632
71200 204	204	State Retirement	272,500	272,500	272,500	(3,000)	269,500
71200 206	206	Life Insurance	2,740	2,740	2,740		2,740
71200 207	207	Medical Insurance	733,733	733,733	733,733	(63,000)	670,733
71200 212	212	Medicare	70,132	70,132	70,132	(3,500)	66,632
71200 217	217	Retirement-Hybrid Stabilization	-	-	-		-
71200 299	299	Other Fringe Benefits	27,601	27,601	27,601		27,601
71200 322	322	Evaluation & Testing	10,000	10,000	10,000	(8,000)	2,000
71200 399	399	Other Contracted Services	25,000	25,000	25,000	20,000	45,000
71200 429	429	Instructional Supplies & Materials	10,000	10,000	10,000	(7,000)	3,000
71200 471	471	Software	5,520	5,520	5,520	16,500	22,020
71200 499	499	Other Supplies & Materials	5,000	5,000	5,000		5,000
71200 595	595	TISA On Behalf Payments	-	-	-	33,000	33,000
71200 725	725	Special Education Equipment	9,500	9,500	9,500	500	10,000
		Total Special Education Instruction	$6,307,033	$6,307,033	$6,307,033	($95,500)	$6,211,533
Vocational Education Instruction - 71300							
71300 116	116	Teachers	$1,349,705	$1,349,705	$1,349,705		$1,349,705
71300 163	163	Educational Assistants	34,838	34,838	34,838		34,838
71300 201	201	Social Security	85,842	85,842	85,842		85,842
71300 204	204	State Retirement	91,915	91,915	91,915	$4,000	95,915
71300 206	206	Life Insurance	760	760	760		760
71300 207	207	Medical Insurance	203,547	203,547	203,547	46,000	249,547
71300 212	212	Medicare	20,076	20,076	20,076		20,076
71300 217	217	Retirement-Hybrid Stabilization	-	-	-		-
71300 299	299	Other Fringe Benefits	7,657	7,657	7,657	1,000	8,657
71300 399	399	Other Contracted Services	-	-	1,500	2,350	3,850
71300 429	429	Instructional Supplies & Materials	30,000	30,000	6,000	7,000	13,000
71300 471	471	Software	6,332	6,332	69,746		69,746
71300 499	499	Other Supplies & Materials	1,000	1,000	1,000		1,000
71300 599	599	Other Charges	25,000	25,000	-		-
71300 730	730	Vocational Instruction Equipment	400,000	400,000	113,800		113,800
		Total Vocational Ed Instruction	$2,256,672	$2,256,672	$1,986,386	$60,350	$2,046,736

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Attendance - 72110							
72110 105	105	Supervisor/Director	$49,382	$49,382	$49,382		$49,382
72110 162	162	Clerical Personnel	8,414	$8,414	8,414	$1,000	9,414
72110 201	201	Social Security	3,584	3,584	3,584		3,584
72110 204	204	State Retirement	4,143	4,143	4,143		4,143
72110 206	206	Life Insurance	20	20	20		20
72110 207	207	Medical Insurance	5,357	5,357	5,357		5,357
72110 212	212	Medicare	838	838	838		838
72110 299	299	Other Fringe Benefits	202	202	202		202
72110 307	307	Communication	390	390	390		390
72110 499	499	Other Supplies & Materials	1,000	1,000	1,000		1,000
72110 524	524	Inservice/Staff Development	1,000	1,000	1,000		1,000
72110 599	599	Other Charges	1,000	1,000	1,000		1,000
		Total Attendance	$75,330	$75,330	$75,330	$1,000	$76,330
CSH/Health Services - 72120							
72120 105	105	Supervisor/Director	$84,076	$84,076	$84,076		$84,076
72120 131	131	Medical Personnel	375,816	375,816	375,816	($4,500)	371,316
72120 189	189	Other Salaries & Wages	19,947	19,947	19,947	19,000	38,947
72120 201	201	Social Security	26,647	26,647	26,647	500	27,147
72120 204	204	State Retirement	43,618	43,618	43,618	(8,300)	35,318
72120 206	206	Life Insurance	200	200	200		200
72120 207	207	Medical Insurance	53,565	53,565	53,565	(42,000)	11,565
72120 212	212	Medicare	6,958	6,958	6,958	500	7,458
72120 217	217	Retirement - Hybrid Stabilization	-	-	-		-
72120 299	299	Other Fringe Benefits	2,015	2,015	2,015	500	2,515
72120 307	307	Communication	1,500	1,500	1,500		1,500
72120 355	355	Travel (School to School)	1,000	1,000	1,000		1,000
72120 413	413	Drugs Medical Supplies	20,000	20,000	20,000		20,000
72120 499	499	Other Supplies & Materials	3,000	3,000	3,000		3,000
72120 524	524	Inservice/Staff Development	3,000	3,000	3,000		3,000
72120 599	599	Other Charges	2,000	2,000	3,000	4,000	7,000
72120 735	735	Health Equipment	4,000	4,000	7,700	2,000	9,700
		Total Health Services	$647,342	$647,342	$652,042	($28,300)	$623,742

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Other Student Support - 72130							
72130 123	123	Guidance Personnel	$1,163,268	$1,163,268	$1,163,268	$30,000	$1,193,268
72130 130	130	Social Workers	42,812	42,812	42,812	4,300	47,112
72130 161	161	Secretary(s)	96,872	96,872	96,872	(50,000)	46,872
72130 189	189	Other Salaries & Wages	426,734	426,734	426,734	78,000	504,734
72130 201	201	Social Security	107,241	107,241	107,241	1,900	109,141
72130 204	204	State Retirement	115,271	115,271	115,271	12,000	127,271
72130 206	206	Life Insurance	720	720	720		720
72130 207	207	Medical Insurance	192,834	192,834	192,834	30,000	222,834
72130 212	212	Medicare	25,080	25,080	25,080	500	25,580
72130 217	217	Retirement-Hybrid Stabilization	-	-	-		-
72130 299	299	Other Fringe Benefits	7,254	7,254	7,254	500	7,754
72130 307	307	Communication	-	-	-	10,725	10,725
72130 309	309	Contracts with Government Agencies	75,012	-	75,200	(3,958)	71,242
72130 322	322	Evaluation & Testing	16,000	16,000	-		-
72130 399	399	Other Contracted Services	300,000	300,000	300,000	(23,000)	277,000
72130 499	499	Other Supplies & Materials	-	-	-	1,800	1,800
72130 599	599	Other Charges	1,000	1,000	1,000		1,000
72130 790	790	Other Equipment	-	-	-	7,479	7,479
		Total Other Student Support	$2,570,098	$2,495,086	$2,554,286	$100,246	$2,654,532
Regular Education Support - 72210							
72210 105	105	Supervisor	$39,092	$39,092	$39,092		$39,092
72210 129	129	Librarians	606,145	606,145	606,145		606,145
72210 137	137	Education Media Personnel	90,762	90,762	90,762		90,762
72210 138	138	Instructional Computer Personnel	92,027	92,027	92,027	$9,000	101,027
72210 161	161	Secretary	63,968	63,968	63,968	(8,000)	55,968
72210 162	162	Clerical Personnel	31,216	31,216	31,216		31,216
72210 163	163	Educational Assistants	140,706	140,706	140,706	(19,000)	121,706
72210 189	189	Other Salaries & Wages	94,430	94,430	94,430	3,000	97,430
72210 201	201	Social Security	65,683	65,683	65,683	(4,000)	61,683
72210 204	204	State Retirement	69,232	69,232	69,232		69,232
72210 206	206	Life Insurance	531	531	531		531
72210 207	207	Medical Insurance	142,483	142,483	142,483	8,000	150,483
72210 212	212	Medicare	16,796	16,796	16,796		16,796
72210 217	217	Retirement-Hybrid Stabilization	-	-	-		-
72210 299	299	Other Fringe Benefits	5,738	5,738	5,738		5,738
72210 307	307	Communication	3,000	3,000	3,000	1,300	4,300
72210 355	355	Travel	4,500	4,500	17,000		17,000
72210 471	471	Software	5,000	37,000	62,000	35,000	97,000
72210 499	499	Other Supplies & Materials	-	-	1,000		1,000
72210 524	524	Inservice/Staff Development	100,000	100,000	100,000	(40,000)	60,000
72210 599	599	Other Charges	40,000	40,000	10,000		10,000
72210 790	790	Other Equipment	-	-	-	64,000	64,000
		Total Regular Education Support	$1,611,309	$1,643,309	$1,651,809	$49,300	$1,701,109

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Special Education Support - 72220							
72220 105	105	Supervisor	$95,501	$95,501	$95,501		$95,501
72220 124	124	Psychological Personnel	369,578	369,578	369,578	($50,000)	319,578
72220 131	131	Medical Personnel	-	187,044	187,044	(10,000)	177,044
72220 135	135	Assessment Personnel	-	29,520	29,520	23,000	52,520
72220 161	161	Secretary	51,848	51,848	51,848	(13,000)	38,848
72220 189	189	Other Salaries & Wages	216,564	-	8,000		8,000
72220 201	201	Social Security	43,646	43,646	43,646		43,646
72220 204	204	State Retirement	54,260	54,260	54,260		54,260
72220 206	206	Life Insurance	262	262	262		262
72220 207	207	Medical Insurance	73,384	73,384	73,384		73,384
72220 212	212	Medicare	10,636	10,636	10,636		10,636
72220 217	217	Retirement-Hybrid Stabilization	-	-	-		-
72220 299	299	Other Fringe Benefits	2,535	2,535	2,535	1,000	3,535
72220 307	307	Communication	1,500	1,500	1,500		1,500
72220 348	348	Postal Charges	500	500	500		500
72220 355	355	Travel	7,500	7,500	7,500	1,000	8,500
72220 499	499	Other Supplies & Materials	5,000	5,000	7,000		7,000
72220 524	524	Inservice/Staff Development	15,000	15,000	15,000	(5,000)	10,000
		Total Special Education Support	$947,714	$947,714	$957,714	($53,000)	$904,714
Vocational Education Support - 72230							
72230 105	105	Supervisor	$104,688	$104,688	$104,688		$104,688
72230 201	201	Social Security	6,491	6,491	6,210		6,210
72230 204	204	State Retirement	7,129	7,129	7,129		7,129
72230 206	206	Life Insurance	40	40	39		39
72230 207	207	Medical Insurance	10,713	10,713	16,716		16,716
72230 212	212	Medicare	1,518	1,518	1,452		1,452
72230 299	299	Other Fringe Benefits	403	403	403		403
72230 307	307	Communication	780	780	780		780
72230 524	524	Inservice/ Staff Development	-	-	20,000		20,000
		Total Vocational Education Support	131,762	$131,762	$157,417	$0	$157,417

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Technology - 72250							
72250 105	105	Supervisor/Coordinator of Technology	$102,170	$102,170	$102,170		$102,170
72250 120	120	Computer Programmers	318,984	318,984	318,984	($36,000)	282,984
72250 162	162	Clerical Personnel	26,090	26,090	26,090	(26,090)	-
72250 189	189	Other Salaries & Wages	30,000	30,000	50,000	4,600	54,600
72250 201	201	Social Security	29,589	29,589	30,829	(4,800)	26,029
72250 204	204	State Retirement	49,868	49,868	49,868	(6,200)	43,668
72250 206	206	Life Insurance	352	352	352		352
72250 207	207	Medical Insurance	94,274	94,274	94,564	(19,000)	75,564
72250 212	212	Medicare	6,920	6,920	6,920		6,920
72250 299	299	Other Fringe Benefits	3,546	3,546	3,546		3,546
72250 307	307	Communication	18,500	18,500	18,500	2,000	20,500
72250 317	317	Data Processing Services	30,000	30,000	30,000	2,500	32,500
72250 336	336	Maintenance & Repair-Equipment	18,000	18,000	18,000		18,000
72250 350	350	Internet Connectivity	85,000	85,000	85,000		85,000
72250 355	355	Travel (School to School)	2,000	2,000	2,000		2,000
72250 470	470	Cabling	50,000	50,000	50,000	8,000	58,000
72250 471	471	Software	230,000	230,000	230,000	(40,000)	190,000
72250 499	499	Other Supplies & Materials	10,000	10,000	10,000		10,000
72250 524	524	Inservice/Staff Development	12,000	12,000	12,000		12,000
72250 599	599	Other Charges	1,000	1,000	1,000		1,000
72250 790	790	Other Equipment	82,000	82,000	82,000		82,000
		Total Technology	$1,200,293	$1,200,293	$1,221,823	($114,990)	$1,106,833
Board of Education - 72310							
72310 189	189	Other Salaries & Wages (Retiree Leave Payout)	$30,000	$30,000	$30,000	($10,000)	20,000
72310 191	191	Board & Comm. Member Fees	1,800	1,800	1,800		1,800
72310 201	201	Social Security	2,592	2,592	2,592		2,592
72310 204	204	State Retirement		-	-	500	500
72310 207	207	Medical Insurance (Retirees)	467,000	467,000	467,000		467,000
72310 210	210	Unemployment Compensation	10,000	$10,000	10,000	(5,000)	5,000
72310 212	212	Medicare	606	606	606		606
72310 299	299	Other Fringe Benefits	35,000	35,000	35,000	8,000	43,000
72310 305	305	Audit Services	30,000	30,000	30,000	6,000	36,000
72310 320	320	Dues & Memberships	10,500	10,500	10,500		10,500
72310 331	331	Legal Services	20,000	20,000	20,000		20,000
72310 399	399	Other contracted services	7,500	7,500	7,500	4,000	11,500
72310 506	506	Liability Insurance	75,000	75,000	75,000	12,000	87,000
72310 510	510	Trustee Commissions	455,000	455,000	455,000		455,000
72310 513	513	Worker's Compensation Insurance	115,000	115,000	115,000	20,000	135,000
72310 524	524	Inservice/Staff Development	20,000	20,000	20,000		20,000
72310 533	533	TBI Criminal Investigations	1,000	1,000	1,000		1,000
72310 599	599	Other Charges	65,000	65,000	86,547	10,000	96,547
		Total Board of Education	$1,345,998	$1,345,998	$1,367,545	$45,500	1,413,045

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Office of the Superintendent - 72320							
72320 101	101	Director of Schools	$194,205	$194,205	$194,205		$194,205
72320 103	103	Assistant Director of Schools	39,092	39,092	39,092		39,092
72320 117	117	Career Ladder Program (CEO Supp.)	1,000	-	-	$1,000	1,000
72320 161	161	Secretary(s)	42,913	42,913	42,913		42,913
72320 201	201	Social Security	12,041	12,041	12,041		12,041
72320 204	204	State Retirement	13,225	13,225	13,225		13,225
72320 206	206	Life Insurance	40	40	40		40
72320 207	207	Medical Insurance	10,713	10,713	10,713		10,713
72320 212	212	Medicare	4,005	4,005	4,005		4,005
72320 299	299	Other Fringe Benefits	403	403	403		403
72320 307	307	Communication	5,000	5,000	5,000		5,000
72320 320	320	Dues & Memberships	5,500	5,500	5,500		5,500
72320 348	348	Postal Charges	8,000	8,000	8,000		8,000
72320 399	399	Other Contracted Services	550	550	550		550
72320 435	435	Office Supplies	12,000	12,000	12,000		12,000
72320 524	524	Inservice/Staff Development	10,000	10,000	10,000	6,000	16,000
72320 599	599	Other Charges	10,000	10,000	10,000		10,000
		Total Office of the Superintendent	$368,687	$367,687	$367,687	$7,000	$374,687
Office of the Principal - 72410							
72410 104	104	Principal(s)	$939,215	$939,215	$939,215	$20,000	$959,215
72410 119	119	Accountant/Bookkeepers	250,725	250,725	250,725		250,725
72410 139	139	Assistant Principal(s)	1,289,457	1,289,457	1,289,457	(9,000)	1,280,457
72410 161	161	Secretary(s)	218,457	218,457	218,457	30,000	248,457
72410 162	162	Clerical Personnel	388,874	388,874	388,874		388,874
72410 189	189	Other Salaries & Wages	4,000	4,000	4,000		4,000
72410 201	201	Social Security	179,320	179,320	179,320		179,320
72410 204	204	State Retirement	231,400	231,400	231,400	9,000	240,400
72410 206	206	Life Insurance	1,800	1,800	1,800		1,800
72410 207	207	Medical Insurance	482,085	482,085	482,085	100,000	582,085
72410 212	212	Medicare	44,815	44,815	44,815		44,815
72410 217	217	Retirement-Hybrid Stabilization	-	-	-		-
72410 299	299	Other Fringe Benefits	18,135	18,135	18,135		18,135
72410 307	307	Communication	22,000	22,000	22,000	2,000	24,000
72410 411	411	Data Processing Supplies	5,000	5,000	5,000		5,000
72410 435	435	Office Supplies	1,000	1,000	1,000		1,000
72410 471	471	Software	16,000	16,000	18,800	4,000	22,800
72410 701	701	Administation Equipment	-	-	-	1,500	1,500
		Total Office of the Principal	$4,092,283	$4,092,283	$4,095,083	$157,500	$4,252,583

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Fiscal Services - 72510							
72510 105	105	Supervisor	$104,970	$104,970	$104,970		$104,970
72510 119	119	Accountants/Bookkeepers	47,377	47,377	47,377		47,377
72510 201	201	Social Security	6,508	6,508	6,508		6,508
72510 204	204	State Retirement	11,704	11,704	11,704		11,704
72510 206	206	Life Insurance	40	40	40		40
72510 207	207	Medical Insurance	-	-	-		-
72510 212	212	Medicare	2,209	2,209	2,209		2,209
72510 299	299	Other Fringe Benefits	403	403	403		403
72510 307	307	Communication	780	780	780		780
72510 317	317	Data Processing Services	1,000	1,000	1,000		1,000
72510 355	355	Travel	1,000	1,000	1,000		1,000
72510 411	411	Data Processing Supplies	3,000	3,000	3,000		3,000
72510 435	435	Office Supplies	2,500	2,500	2,500		2,500
72510 471	471	Software	30,000	30,000	30,000		30,000
72510 524	524	Inservice/Staff Development	10,000	10,000	10,000		10,000
72510 599	599	Other Charges	10,000	10,000	10,000		10,000
		Total Fiscal Services	$231,491	$231,491	$231,491	$0	$231,491
Human Resources - 72520							
72520 105	105	Supervisor	$102,170	$102,170	$102,170		$102,170
72520 162	162	Clerical Personnel	109,282	109,282	109,282		109,282
72520 189	189	Other Salaries & Wages	9,481	9,481	9,481		9,481
72520 201	201	Social Security	13,698	13,698	13,698		13,698
72520 204	204	State Retirement	23,577	23,577	23,577		23,577
72520 206	206	Life Insurance	120	120	120		120
72520 207	207	Medical Insurance	32,139	32,139	32,139		32,139
72520 212	212	Medicare	3,203	3,203	3,203		3,203
72520 299	299	Other Fringe Benefits	1,209	1,209	1,209		1,209
72520 307	307	Communication	780	780	780		780
72520 317	317	Data Processing Services	6,500	6,500	6,500		6,500
72520 435	435	Office Supplies	2,500	2,500	2,500		2,500
72520 471	471	Software	38,000	38,000	38,000	$5,000	43,000
72520 524	524	Inservice/Staff Development	10,000	10,000	10,000	(3,500)	6,500
72520 599	599	Other Charges	10,000	10,000	10,000	(1,500)	8,500
		Total Human Resources	$362,659	$362,659	$362,659	$0	$362,659

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Operation of Plant - 72610							
72610 105	105	Supervisor	$46,634	$46,634	$46,634		$46,634
72610 166	166	Custodial Personnel	499,043	499,043	499,043	$33,000	532,043
72610 189	189	Other Salaries & Wages	5,000	5,000	5,000		5,000
72610 201	201	Social Security	34,142	34,142	34,142	2,000	36,142
72610 204	204	State Retirement	52,273	52,273	52,273	5,000	57,273
72610 206	206	Life Insurance	500	500	500		500
72610 207	207	Medical Insurance	133,912	133,912	133,912	(49,000)	84,912
72610 212	212	Medicare	7,985	7,985	7,985		7,985
72610 299	299	Other Fringe Benefits	5,038	5,038	5,038		5,038
72610 328	328	Janitorial Services	863,000	863,000	863,000	(22,000)	841,000
72610 359	359	Disposal Fees	5,000	5,000	5,000	2,500	7,500
72610 410	410	Custodial Supplies	160,000	160,000	160,000	(25,000)	135,000
72610 415	415	Electricity	1,209,390	1,209,390	1,209,390		1,209,390
72610 434	434	Natural Gas	158,188	158,188	158,188		158,188
72610 454	454	Water & Sewer	348,469	348,469	348,469		348,469
72610 502	502	Building & Contents Insurance	120,000	120,000	120,000	2,000	122,000
72610 599	599	Other Charges	1,000	1,000	1,000		1,000
72610 720	720	Plant Operation Equipment	8,000	8,000	8,000	7,000	15,000
		Total Operation of Plant	$3,657,574	$3,657,574	$3,657,574	($44,500)	$3,613,074
Maintenance of Plant - 72620							
72620 105	105	Supervisor	$46,634	$46,634	$46,634		$46,634
72620 167	167	Maintenance Personnel	310,389	310,389	310,389	$5,500	315,889
72620 189	189	Other Salaries & Wages	65,000	65,000	65,000	(5,500)	59,500
72620 201	201	Social Security	26,165	26,165	26,165		26,165
72620 204	204	State Retirement	45,032	45,032	45,032		45,032
72620 206	206	Life Insurance	300	300	300		300
72620 207	207	Medical Insurance	80,348	80,348	80,348		80,348
72620 212	212	Medicare	6,119	6,119	6,119		6,119
72620 217	217	Retirement-Hybrid Stabilization	-	-	-		-
72620 299	299	Other Fringe Benefits	3,023	3,023	3,023		3,023
72620 307	307	Communication	6,500	6,500	6,500	$1,000	7,500
72620 335	335	Maint & Repair - Building	450,000	450,000	450,000	(50,000)	400,000
72620 336	336	Maint & Repair - Equipment	70,000	70,000	70,000	(10,000)	60,000
72620 338	338	Maint & Repair - Vehicles	10,000	10,000	10,000		10,000
72620 399	399	Other Contracted Services	140,000	140,000	140,000	(8,077)	131,923
72620 418	418	Equipment & Machinery Parts	10,000	10,000	17,000	9,000	26,000
72620 425	425	Gasoline	12,000	12,000	12,000	2,000	14,000
72620 499	499	Other Supplies & Materials	95,000	95,000	95,000	(10,000)	85,000
72620 524	524	Inservice/Staff Development	-	-	4,500		4,500
72620 599	599	Other Charges	3,500	3,500	3,500	4,500	8,000
72620 701	701	Administration Equipment	-	-	33,800	9,000	42,800
72620 717	717	Maintenance Equipment	60,000	60,000	60,000	48,042	108,042
72620 790	790	Other Equipment	-	-	93,650	4,535	98,185
		Total Maintenance of Plant	$1,440,010	$1,440,010	$1,578,960	$0	$1,578,960

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Transportation - 72710							
72710 105	105	Supervisor	$49,382	$49,382	$49,382		$49,382
72710 146	146	Bus Drivers	143,606	143,606	143,606		143,606
72710 189	189	Other Salaries & Wages	80,111	80,111	80,111	($15,000)	65,111
72710 201	201	Social Security	16,932	16,932	16,932		16,932
72710 204	204	State Retirement	17,663	17,663	17,663		17,663
72710 206	206	Life Insurance	220	220	220		220
72710 207	207	Medical Insurance	58,922	58,922	58,922	(29,000)	29,922
72710 212	212	Medicare	3,960	3,960	3,960		3,960
72710 299	299	Other Fringe Benefits	2,217	2,217	2,217		2,217
72710 307	307	Communication	390	390	390		390
72710 312	312	Contracts With Private Agencies	9,600	9,600	9,600		9,600
72710 315	315	Contracts with Vehicle Owners	956,728	899,088	899,088	114,000	1,013,088
72710 338	338	Maintenance & Repair - Vehicles	55,000	55,000	55,000	(30,000)	25,000
72710 425	425	Gasoline	35,000	35,000	35,000	(11,000)	24,000
72710 450	450	Tires & Tubes	5,000	5,000	5,000		5,000
72710 471	471	Software	9,000	9,000	9,000		9,000
72710 524	524	Inservice/Staff Development	2,000	2,000	2,000		2,000
72710 599	599	Other Charges	1,500	1,500	1,500		1,500
72710 729	729	Transportation Equipment	-	-	89,000		89,000
		Total Transportation	$1,447,231	$1,389,591	$1,478,591	$29,000	$1,507,591
Cafeteria - 73100							
73100 165	165	Cafeteria Personnel (summer school)	$0	$0	$0	$24,000	$24,000
73100 201	201	Social Security (summer school)	0	0	0	1,500	1,500
73100 204	204	State Retirement (summer school)	0	0	0	2,213	2,213
73100 212	212	Medicare (summer school)	0	0	0	333	333
73100 422	422	Food Supplies (Summer School Snacks)	5,000	5,000	5,000	18,580	23,580
		Total Cafeteria	$5,000	$5,000	$5,000	$46,626	$51,626

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Community Services - 73300							
73300 105	105	Supervisor	$96,686	$96,686	$96,686		$96,686
73300 189	189	Other Salaries & Wages	12,000	12,000	12,000		12,000
73300 201	201	Social Security	6,739	6,739	6,739		6,739
73300 204	204	State Retirement	6,584	6,584	6,584		6,584
73300 206	206	Life Insurance	40	40	40		40
73300 207	207	Medical Insurance	10,713	10,713	10,713		10,713
73300 212	212	Medicare	1,576	1,576	1,576		1,576
73300 299	299	Other Fringe Benefits	403	403	403		403
73300 307	307	Communication	780	780	780		780
73300 399	399	Other Contracted Services	3,200	3,200	3,200		3,200
73300 499	499	Other Supplies & Materials	1,500	1,500	1,500		1,500
73300 524	524	Inservice/Staff Development	1,000	1,000	1,500		1,500
73300 599	599	Other Charges	1,000	1,000	1,000		1,000
		Total Community Services	$142,221	$142,221	$142,721	$0	$142,721
Early Childhood Education - 73400							
73400 105	105	Supervisor/Director	$5,026	$5,026	$5,026		$5,026
73400 116	116	Teachers	141,759	141,759	141,759		141,759
73400 163	163	Educational Assistants	80,585	80,585	80,585		80,585
73400 201	201	Social Security	14,097	14,097	14,097		14,097
73400 204	204	State Retirement	9,996	9,996	9,996	$1,000	10,996
73400 206	206	Life Insurance	82	82	82		82
73400 207	207	Medical Insurance	22,069	22,069	22,069	5,000	27,069
73400 212	212	Medicare	3,297	3,297	3,297		3,297
73400 217	217	Retirement-Hybrid Stabilization		-	-		-
73400 299	299	Other Fringe Benefits	830	830	830		830
73400 524	524	Inservice/Staff Development	1,000	1,000	1,000		1,000
		Total Early Childhood Education	$278,741	$278,741	$278,741	$6,000	$284,741

		General Purpose Schools - Expenditures	2023-2024 APPROVED BUDGET	2023-2024 Amended Budget (1st)	2023-2024 Amended Budget (2nd)	GP Amendment #3 *August 2024*	2023-2024 Amended Budget (3rd) *final*
		Account Name					
Regular Capital Outlay-76100							
76100 304	304	Architectural & Engineering Fees	$1,100,000	$1,100,000	$1,258,000	$50,000	$1,308,000
76100 321	321	Engineering Services		20,000	60,000		$60,000
76100 707	707	Building Improvements	4,000,000	4,000,000	5,320,000	339,740	5,659,740
76100 711	711	Furniture & Fixtures	500,000	500,000	150,000	10,000	160,000
76100 715	715	Land	100,000	100,000	141,000		141,000
76100 724	724	Site Development		50,000	120,000	389,103	509,103
76100 799	799	Other Capital Outlay	1,733,312	1,562,964	819,618	127,993	947,611
		Total Regular Capital Outlay	$7,433,312	$7,332,964	$7,868,618	$916,836	$8,785,454
Operating Transfers-99100							
99100 590		Transfers to Other Funds (Schools) & (City of Maryville) *ESSI Loan & Building Fun	$990,225	$3,490,225	$3,633,600	($92,868)	$3,540,732
		Total Operating Transfers	$990,225	$3,490,225	$3,633,600	($92,868)	$3,540,732
		Total General Purpose School Fund	$ 72,203,935	$ 74,503,935	$ 75,067,060	$ -	$ 75,067,060

Fund 143	Maryville City School System Central Cafeteria	2023-2024 APPROVED BUDGET	2023-2024 AMENDED BUDGET (2nd)	Amendment #3 *August 2024*	2023-2024 AMENDED BUDGET (3rd) *final*
Revenues					
43521	Lunch Payments - Children	$1,400,000	$1,400,000		$1,400,000
43522	Lunch Payments - Adults	44,000	44,000		44,000
43523	Income from Breakfast	5,000	5,000		5,000
43525	A La Carte Sales	32,000	32,000		32,000
44110	Interest Earned	80,000	156,000		156,000
44990	Other Local Revenue	35,000	35,000		35,000
46520	School Food Service - Matching	29,000	29,000		29,000
47111	USDA - Lunch Reimbursement	1,035,000	1,035,000		1,035,000
47112	USDA - Commodities	160,000	160,000		160,000
47113	USDA - Breakfast Reimbursement	280,000	280,000		280,000
47114	USDA - Other	11,000	191,140		191,140
	Total Revenues	**$3,111,000**	**$3,367,140**	**$0**	**$3,367,140**
Expenditures					
72310 305	Audit Services	$2,700	$2,700	$2,565	$5,265
73100 105	Supervisor	55,156	55,156		55,156
73100 165	Cafeteria Personnel	987,046	987,046	(36,000)	951,046
73100 188	Bonus Payments (PEBT grant)	-	3,256		3,256
73100 189	Other Salaries & Wages	18,000	18,000	1,350	19,350
73100 201	Social Security	62,313	62,313		62,313
73100 204	State Retirement	55,140	55,140		55,140
73100 206	Life Insurance	680	680		680
73100 207	Medical Insurance	182,121	182,121	(4,350)	177,771
73100 212	Medicare	15,373	15,373		15,373
73100 299	Other Fringe Benefits	6,851	6,851		6,851
73100 307	Communication	5,000	5,000	1,000	6,000
73100 336	Maint Repair - Equipment	20,000	40,000		40,000
73100 399	Other Contracted Services	35,000	35,000	31,000	66,000
73100 422	Food Supplies	1,154,820	1,351,690		1,351,690
73100 469	USDA Commodities	160,000	160,000	7,000	167,000
73100 471	Software (MSB)	8,800	8,814	1,200	10,014
73100 499	Other Supplies & Materials	95,000	95,000	(2,765)	92,235
73100 524	Inservice/Staff Development	15,000	15,000	(5,000)	10,000
73100 599	Other Charges	32,000	32,000	4,000	36,000
73100 710	Food Service Equipment	200,000	236,000		236,000
	Total Expenditures	**$3,111,000**	**$3,367,140**	**$0**	**$3,367,140**
	SALARIES & BENEFITS	1,382,680	1,385,936	(39,000)	1,346,936

		Maryville City Schools				
Fund 146		**Adventure Club**	**2023-2024 APPROVED BUDGET**	**2023-2024 AMENDED BUDGET (2nd)**	**Amendment #3** ***August 2024***	**2023-2024 AMENDED BUDGET (3rd)** ***final***
Revenues						
43517		Tuition - Other (MLN)	$300,000	$300,000		$300,000
43581		Community Service Fees Children	900,000	900,000		900,000
44110		Interest Earned	25,000	25,000		25,000
46590		Child Care Assistance - DHS	30,000	30,000		30,000
47802		DHS Stabilization Grant - ROUND III	0	381,525		381,525
49999		Use of Fund Balance	0	656,000		656,000
		Total Revenues	**$1,255,000**	**$2,292,525**	**$0**	**$2,292,525**
Expenditures						
73300 105	105	Supervisor/Director	$288,490	$288,490		$288,490
73300 189	189	Other Salaries & Wages	382,538	482,538	$237,000	719,538
73300 198	198	Non Certified Substitutes	0	10,000		10,000
73300 201	201	Social Security	41,604	48,424	13,000	61,424
73300 204	204	State Retirement	44,328	56,593		56,593
73300 206	206	Life Insurance	360	360		360
73300 207	207	Medical Insurance	96,417	114,960		114,960
73300 212	212	Medicare	9,730	11,325	3,000	14,325
73300 299	299	Other Fringe Benefits	3,627	4,835		4,835
73300 399	399	Other Contracted Services	9,000	9,000	(9,000)	0
73300 422	422	Food Supplies	60,000	100,000	(34,000)	66,000
73300 429	429	Instructional Supplies & Materials	5,000	15,000	(15,000)	0
73300 499	499	Other Supplies & Materials	70,000	120,000	(20,000)	100,000
73300 599	599	Other Charges	30,000	345,000	(165,000)	180,000
73300 790	790	Other Equipment	10,000	30,000	(17,800)	12,200
99100 590	590	Transfers to Other Funds (schools)	203,906	656,000	7,800	663,800
		Total Expenditures	**$1,255,000**	**$2,292,525**	**$0**	**$2,292,525**
		SALARIES & BENEFITS	$867,094	$1,017,525	$253,000	$1,270,525