

CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757

Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

## AGENDA

The Campbell County Board of Education will meet in regular session on Tuesday, August 13, 2024, 6:00 p.m., at the courthouse in Jacksboro, Tennessee.

Prayer.

Pledge of Allegiance.

- I. Roll Call and Call to Order.
- II. Recognition of Guest
- III. Public Comment (Agenda Items Only, Max 2 speakers/Viewpoint & Max 3 Minutes/Speaker)
- IV. Consent Agenda
  - A. Minutes of the previous meetings. (Attachments)
    1. June 27, 2024, building committee meeting.
    2. June 27, 2024, workshop session.
    3. July 1, 2024, budget and finance meeting.
    4. July 2, 2024, special called meeting.
    5. July 2, 2024, budget and finance meeting.
    6. July 8, 2024, recess session.
    7. July 9, 2024, policy committee meeting.
    8. July 9, 2024, regular session meeting.
  - B. Approve school trips for the following:
    1. CCHS JROTC travel and overnight for Raider competitions & Training for the 2024-2025 school year.  
August 23, 2024, Clarkrange Raider Competition, September 7, 2024, Grainger Raider Iron Man Competition, November 26, 2024 Raider Certification (TBD)  
June 2025 2-3 Nights Pending Certification  
Overnight request off site and out of state by location:  
September 20-22, 2024, Warren County Raider Competition, September 27-29, 2024 Soddy Daisy Raider Competition, October 24-28, 2024 Ft Knox, KY Army

JOHNNY BYRGE  
1005 Rose Hill Drive  
LaFollette, TN 37766

SHARON RIDENOUR-CO-CHAIR  
386 Middlesboro Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

JEFFREY MILLER  
209 Glade Springs Road  
LaFollette, TN 37766

BRENT LESTER  
180 S. Village Lane  
LaFollette, TN 37766

RANDY HEATHERLY  
145 Dogwood Lane  
Jacksboro, TN 37757

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

CRYSTAL CREEKMORE  
112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN-CHAIR  
118 Whistle Creek Road  
Newcomb, TN 37819

Raider Nationals, October 31-November 4, 2024, Molena, GA all service Raider Nationals.

2. CCHS FFA to attend State Fair on August 18, 2024, through August 19, 2024, in Lebanon, TN.

C. Dilapidated items:

Lenovo CPU s/n: 1S10KY002AUSPC0C5CBH Lenovo LCD Monitor Lenovo keyboard  
Lenovo mouse Lenovo CPU s/n: 1S10AHS08P00MJ00DZCD Lenovo LCD monitor  
Lenovo keyboard Lenovo mouse 63 Texas Instrument calculators

V. Approval of Regular Agenda

VI. Comments from the Chair

VII. Director's Monthly Report

VIII. Legislative Report

IX. Recognize Jeff Marlow, Director of Finance

- A. Monthly Financials. Nothing at this time.
- B. Approve Budget Amendments and Resolutions. Nothing at this time.
- C. Reviewing of Bids. Nothing at this time.
- D. Request permission to advertise Bids. Nothing at this time.
- E. Request permission to accept renewal of contracts. Nothing at this time.

X. Items for Action:

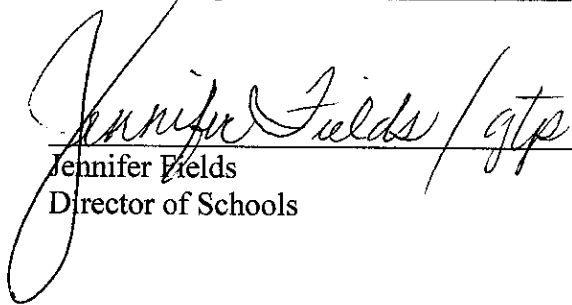
- A. Consider approving copier agreement for Jacksboro Elementary School.  
(Attachment)
- B. Consider approving STOPit Subscriber Agreement. (Attachment)
- C. Consider approving Navigate 360 Elementary SEL Service Agreement.  
(Attachment)
- D. Consider approving the following increase in adult and visitor breakfast and lunch prices to reflect the annual child reimbursement rates for the 2024-2025 school year.  
Staff Breakfast - \$2.25                      Staff Lunch - \$4.00  
Visitor Breakfast - \$2.75                      Staff Lunch - \$4.50  
Visitor "Holiday" Meal - \$4.75

- E. Consider approving ESSER 3.0 Carry Over.
- F. Consider approving Campbell County Board of Education Internet Use Policy.  
(Attachment)
- G. Consider approving contract between Campbell County Board of Education and Weeks Ambrose McDonald, Inc. for CCHS Indoor Practice Facility Project.  
(Attachment)

XI. Items for Discussion: Nothing at this time.

XII. Discuss Legal Matters:

XIII. Recognize School Board Members:

  
Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education met in a workshop session on Thursday, June 27, 2024, 6:00 p.m., in the lower-level conference room of the Central Office. Board members Johnny Byrge, Josh James, Ronnie Lasley, Brent Lester, Jeffrey Miller, Sharon Ridenour, and Chairman Steve Morgan. Board members Lisa Fields and Randy Heatherly were absent from the meeting and board member Crystal Creekmore arrived late. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

I. Roll Call.

II. Approve Agenda.

Motion by Ridenour, second by James to approve the Agenda.

Byrge-yes, Creekmore-absent, Fields-absent, Heatherly-absent, James-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

III. Hold discussion with bus owners.

An agreement was raised to settle an increase of \$4,500 per bus contract. Director Fields stated they received \$2,000 last year. Board member Byrge asked if the fuel supplement was still in the budget. Director Fields stated yes, it is kept in place. Mr. Gross, bus owner stated he hauls anywhere between 150-200 children in the evening and other drivers do not want to hear about the supplement and have requested an increase of \$4,500. Board member Byrge stated it all comes down to money and the board has been generous with the owners. Mr. Byrge stated this is just going back and forth over \$1,500 per contract. Chairman Morgan stated the board will have a more informed answer after the budget meeting on Monday and Tuesday. Board member Miller stated he wanted to see the budget first.

Director Fields stated she has given Richard Terry a list of everything that is needed. \$1,000 request for bus owners was sent over based on the May TISA funding allocation. The final June allotment was \$49,383,469.02. This is \$63,152.20 less for Mr. Terry to work with. Board member Byrge again asked about the fuel supplement and where the money was coming from. Director Fields stated within the budget. Chairman Morgan thanked Mr. Gross for his presentation and stated the board will look into the budget. Director Fields thanked Mr. Gross and stated the bus drivers were valuable to the school system. Chairman Morgan stated the board will be open to discussion when the budget is presented to them and appreciated Mr. Gross for attending the meeting.

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JUNE 27, 2024  
WORKSHOP SESSION

Motion by Ridenour, second by Lester to adjourn the meeting.

Meeting adjourned.

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Steve Morgan  
Chairman of the Board

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Jennifer Fields  
Director of Schools

## MINUTES

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Motion by Ridenour, second by James to approve the Agenda.

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JUNE 27, 2024  
WORKSHOP SESSION

Motion by Ridenour, second by Lester to adjourn the meeting.

Meeting adjourned.

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Steve Morgan  
Chairman of the Board

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education met in a Building Committee meeting on Thursday, June 27, 2024, 6:30 p.m., in the lower-level conference room of the Central Office. Board members Johnny Byrge, Crystal Creekmore, Josh James, Ronnie Lasley, Brent Lester, Jeffrey Miller, Sharon Ridenour, and Chairman Steve Morgan. Board members Crystal Creekmore and Randy Heatherly were absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

- I. Roll Call.
- II. Approve Agenda.

Motion by Lasley, second by Ridenour to approve the Agenda.  
Byrge-yes, Creekmore-yes, Fields-absent, Heatherly-absent, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

- III. Recognize CCHS Athletic Director Brad Collette, for an update/proposal on CCHS practice facility and weight room.

Building Chairman Miller turned the meeting over to Brad Collette. Mr. Collette thanked all of the coaches at CCHS for attending the meeting. A proposal of 4 plans was presented to the board for review. Mr. Collette summarized the proposals:

### PLAN – A

Estimated cost 2.5 million (deficit of \$800,000)

Continue to raise money through in-kind, fundraising and donations or school board provides needed money. Extremely slow process, delays having weightlifting area that is conducive to all sports, allow for an account to be set up for funds, agreement process (Finance) of in-kind donations and timeline, provides indoor turf area large enough for all teams and band to practice anytime, currently for after school use only with no sprinkler system. Issues with current contract are \$800,000 deficit, unknown extra expense, hourly rate for architect to take on General Contractor roles expense cannot be determined, and all items purchased for project will be taxed if board remains general contractor.

### PLAN – B

Estimated cost 2.3 million (deficit of \$600,000)

Enclosure of gym/weightroom leaving turf area open with roof only. Still a slow process with less funds being needed but still exceeds 1.7 million, delays having weightlifting area conducive to all sports, and provides turf area large enough for all teams and band to practice during inclement weather.



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BUILDING COMMITTEE MEETING

PLAN – C

Estimated cost 1.7 million

Shrink the size of the building to meet budget expectations, quick process (allows process to start as soon as possible), will affect band usage causing band with no place to practice, delays having weightlifting area that is conducive to all sports and does not provide football a useful area to conduct meaningful practice.

PLAN – D

Estimated cost 1.69 million

Fix current weightroom/build auxiliary gym and weight room.

Quickest process to get conducive weightroom up and running, provides an auxiliary gym and weight room at cheaper cost, allows band proper size and place to practice, helps all sports get facilities up to date and needed improvements, provides indoor practice space for cheer/dance/volleyball/basketball/wrestling.

\*current weight room fix = \$300,000 (\$55,000 surplus on actual quotes)

\*auxiliary gym/weight room = \$1,200,000

\*new band tower = \$50,000

\*Renovate baseball concessions = \$15,000

\*renovate baseball batting cage = \$20,000

\*build new soccer concessions and bathrooms = \$20,000

\*new soccer scoreboard and sound system = \$13,000

\*new softball covered hitting complex = \$50,000

\*new track storage area 30x50 building = \$20,000

\*\$12,000 surplus to begin tennis project (\$28,385)

In-kind donations and monetary donations for Auxiliary gym and weightroom:

Architect quote: \$1,375,000

Site work=\$15,000 reduces cost to \$1,360,000

Concrete = \$71,385 reduces cost to \$1,288,615

\$50,000 cash donation reduces cost to \$1,238,615

Stay is budget for weight room leaves another \$55,000. Leaves a surplus of \$16,385 that can be put towards tennis project.

Mr. Collette stated Plan A can continue to raise funds or ask board for more funding. This plan is \$800,000 short on funding and not going anywhere. Plan B is building the same but not enclosing the turf, short \$600,000. Plan C is estimated at 1.7 million and there are negatives.

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BUILDING COMMITTEE MEETING

Plan D is something Mr. Foust is in support, and this includes every coach. The Director is also in favor. The cost is 1.69 million and it benefits everyone and repairs the weight room. Mr. Keith Page stated the existing weigh room will be stabilized air conditioning units will be removed. Board member Byrge asked if they have considered the rock quarry. Mr. Page stated they will have a constructional engineer on staff. Board member Byrge asked if there was any plan to put on front of building. Mr. Collette stated they were requesting to go with Proposal D. Coach Pemberton stated he thinks Plan D is perfect which will suit everyone. Basketball needs another court, and the kids deserve the best because athletics goes hand in hand with academics. Coach Pemberton stated he was 100% behind Brad Collette. Mr. Page stated it would take 8 days to get the piers installed.

Motion by James, second by Lester to place on the July 2024 agenda to take CCHS Athletic Facilities Improvement Plan D.

Byrge-yes, Creekmore-yes, Fields-absent, Heatherly-absent, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

Motion by Ridenour, second by Lester to adjourn.

Meeting adjourned.

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Jeffrey Miller  
Chairman, Building Committee

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education met in a Budget & Finance meeting on Monday, July 1, 2024, at 5:30 p.m., in the lower-level conference room of the Central Office. The following school board members were present; Johnny Byrge, Lisa Fields, Randy Heatherly, Josh James, Brent Lester, and Chairman Steve Morgan. Board members Crystal Creekmore, Sharon Ridenour, Jeffrey Miller, and Ronnie Lasley were absent from the meeting. Director of Schools Jenifer Fields was present, and Gail Parks kept the minutes.

Mr. Richard Terry read the 141 Budget Notes into record:

### **GENERAL PURPOSE SCHOOL 141 FUND BUDGET NOTES F/Y 2024-2025**

#### **REVENUE**

1. The state legislature approved changing public school funding to the Tennessee Investment in Student Achievement (TISA) funding formula in April 2022 with funding now based on the TISA formula which is a student-based approach to determine funding allocations with a significant increase in recurring state education funding. The final TISA funding allocation for 2024-2025 is \$40,007,365 which is an increase of \$842,332 compared to the final 2023-2024 TISA funding allocation of \$39,165,033. The State Board of Education approved a \$2,500 increase in the minimum salary schedule for licensed instructional personnel (certified employees) for the 2024-2025 year with \$628,431 of the TISA funding increase restricted to be used for certified salary increases. The 2023-2024 budget was based on the April TISA funding estimate with the final TISA funding allocation less than the April estimate with supplemental funds received based on student performance on academic targets resulting in greater overall TISA funding for the 2023-2024 year. Funds previously awarded as grants (Coordinated School Health-cost center 55100, Family Resource Centers at White Oak and Jellico-cost centers 00733 & 00800, and the Safe Schools program-cost center 03125) are included in the TISA funding as direct funding with program allocations determined at the local level and will continue to be tracked by the respective cost centers.
2. The state required local match of \$9,310,564 is provided for within the local revenue MOE funding level of \$10,567,388 with local funding increasing \$14,654 above the prior year resulting in actual local funding exceeding the required local match by \$1,256,824.
3. Other Charges for Services are relative to records access fees with a contract anticipated to be entered into with Scribbles to provide services to students, educational institutions, and other entities for transcript and other student records requests (cost center 4399C).
4. Miscellaneous Refunds consists of flow-thru funds to the BOE from individual schools for contract services (primarily transportation services) and employee work at events and activities paid by the school sites and is estimated at \$67,333 based on prior year activity which increased from about \$35,000 with these funds identified by cost center 00315.
5. Funding of \$50,000 is estimated from the LaFollette Medical Foundation for the flu vaccine program for the upcoming fiscal year and will be amended to actual award levels.
6. The Driver's Education program is anticipated to receive state revenue of \$11,890 based on prior year funding with these funds being appropriated for fuel, insurance, other supplies, and other operational needs (cost center 46550). Personnel resources were redirected during 2015-2016 to offer this as an additional elective class. An additional Driver's Education position is contained in the 2024-2025 budget to meet operational needs.

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JULY 1, 2024  
BUDGET AND FINANCE

7. The state Pre-K program funds were consolidated into one grant during 2009-10 (cost center 46590) and funding was increased in 2022-2023 by about \$200,000 to provide for additional Pre-K classes. Funding for 2023-2024 only increased slightly by about \$4,000 is anticipated to have a similar increase for 2024-2025 and is estimated at \$1,005,200. Grant fund limitations and the change from a part-time supervisor to a full-time supervisor with benefits resulted in the need to reclassify a position from grant funds to regular program funds.

8. Career Ladder revenues & expenditures have decreased slightly due to the retirement rate decrease and is estimated at \$99,709, inclusive of benefits, to provide for existing personnel and eligible personnel transferring from other school systems with Career Ladder supplements having been previously frozen by the State.

9. Special Education reimbursements for High-Cost student expenditures (cost center 47143) changed significantly during 2023-24 with the State only reimbursing for priority 3 level services with no priority level 3 services being provided, only priority level 1 & 2 services, resulting in no funds being received. For the upcoming 2024-25 reimbursement is only anticipated to be \$13,256 relative to out-of-county student transportation (TSD/TSB), a decrease of about \$38,000. Additional student needs include psychological services, physical therapy, additional nursing, and one-to-one aides with additional one-to-one aides having been added during the 2023-24 year with costs increasing about \$41,500 from year to year with contract services being reduced \$39,000 to address a portion of the program funding.

10. The multi-year Gear Up grant (cost center 94334) for enhanced college preparation ended June 30, 2024.

11. The ROTC program is anticipated to implement a new pay model for instructors and will pay 50% of the increase in the cost amount. The ROTC program revenues are anticipated at \$74,400 which will provide support for 50% of the salary component with remaining costs provided by local funds.

12. Insurance recovery proceeds are being deferred and recognized in 2024-2025 relative to the CCHS baseball fieldhouse and equipment (cost center INS01) with appropriations within the 72130-790-INS01 account for equipment and the 76100-799-INS01 capital outlay account relative to the baseball fieldhouse), the Elk Valley STEM classroom supplies and materials (cost center INS05) are appropriated within account 71100-499-INS05 account, and the Jellico Elementary gym floor -(cost center INS08) is contained in the 76100-799-INS08 capital outlay account.

**EXPENDITURES** (Expenditures discussed above in the Revenue section are not repeated to prevent duplication.)

13. The account number structure for the Fund was changed during 2023-2024 to discontinue use of the subfund accounts primarily used to segregate costs according to the past BEP funding formula categories that are no longer applicable that consisted of Instructional Components, Classroom Components, Non-Classroom Components and Non-BEP Components. The discontinuation of

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subfunds eliminated multiple accounts, simplified data entry, and consolidated accounts used to track expenditures by school site. Some accounts that had issued purchase orders inclusive of a subfund were phased out through the course of the year with annualized costs reflected in the projections within the non-subfund account.

14. The 2024-2025 Recommended Budget (column 7) and the Requested budget (column 6) contains estimated personnel and non-personnel costs to meet anticipated operational needs for the year as approved and recommended by the Director of Schools.

15. Differing specialized appropriations for items such as the ROTC program, Differentiated Pay, Gear Up program, sick leave, flow-thru funds from the school sites, and the LaFollette Medical Foundation flu vaccine program funding were reclassified in 2020-2021 to category 71400 for classroom related costs and category 72810 for non-classroom costs to segregate specialized appropriations from regular recurring operational costs. Reclassification of several other state grants was considered but they were limited to specific categories within ePlan and were not able to be reclassified.

16. The 2024-2025 budget includes various personnel changes consisting of program transfers, retirements, degree upgrades, new positions, changes in supervisor/coordinator positions, reclassification of personnel from grants to the regular program, and transfers between school sites/accounts. There are federal positions (intervention teachers, career coaches, teachers, educational assistants, tutoring program, etc.) being transferred to the 141 Fund (6 classified and 10 certified) to maintain stable classroom staffing as well as to address learning loss, interventions, and CTE program needs. Additional classified and certified positions (4 classified and 7 certified) were added for 2024-2025 as well as changing the roles/duties between Supervisor positions (the CTE/Transportation/Maintenance & Secondary Supervisor duties were reassigned between the positions), changing the Pre-K/21<sup>st</sup> CCLC Supervisor from part-time to full time, establishing a Promotion/Retention Coordinator, and adding a part-time RTI/Dyslexia position. The budget includes the various personnel changes enacted during the 2023-2024 year as well as prior periods including the State required RTI positions and a second ESL teacher. The proposed budget includes changes in cost for years of experience and degree upgrades as well the proposed State raise for Certified personnel of \$2,500 and a local raise for Classified personnel of \$1 per hour.

17. Funds used to purchase accumulated sick leave time from Certified and Classified personnel were maintained at the prior year levels (cost center 29900).

18. The Non-Certified Substitute pay remains at \$75 per day established during the prior year. Certified Substitutes are required for teacher absences of more than 20 consecutive days with funding to recur at \$45,000 (Regular & Special Education). Per State guidance Certified Substitutes began to be accounted for solely in line item 195 during 2019-2020. A bonus pay schedule was established for non-certified substitute teachers fulfilling defined service days with \$60,000 of funds maintained to allow for continuation of program.

19. The tutoring program which was initiated with ESSER funds to address learning loss and assist students with academic performance is being continued within this fund at a program cost of about \$70,000.

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20. The TCRS employer contribution rate for retirement is now established annually instead of on a two-year period. The 2024-2025 legacy rate for Certified personnel decreased .45% from 6.81% to 6.36% while the Classified personnel rate increased by .57% from 6.08% to 6.65%. Participation within the hybrid retirement plan, which has up to a 9% employer contribution rate, is increasing as personnel leave and are replaced with new personnel under the hybrid plan.

21. The life insurance benefits were reviewed and increased during 2019-2020 after the death of an employee's child in order to provide additional coverage amounts to employees (from a \$25,000 benefit to \$35,000), their spouses (from a \$5,000 benefit to \$15,000), children (from a \$2,500 benefit to \$10,000), and infants (\$1,000 remained the same). This benefit structure will remain the same for 2024-2025 without any anticipated rate increase.

22. The 2024-2025 budget contains appropriations for an anticipated medical insurance rate increase of 5.9% effective January 1, 2025 and provides for participation changes with the employer contribution rate remaining at the 82% level. Differing plans and plan types are anticipated to have differing rate increases, similar to the prior year.

23. Overall unemployment compensation costs were maintained at the prior year levels to meet anticipated operational needs.

24. Appropriations for the Certified Retiree Medical Insurance program are reflected in account 72310-215-00216 and are projected to increase about \$30,000 and amount to \$240,140 based on anticipated participants. Classified retirees now participate in the state plan with costs reflected in account 141-72310-299-00216.

25. Operating lease payments within account 141-71100-330 are relative to copier costs for differing school sites and were maintained at \$20,135.

26. Account 141-71100-399 contains appropriations for services from Niswonger as well as the state mandated Computer Science curriculum through Codemonkey. The online course software licensing costs of \$65,000 (Edgenuity) are planned to be provided for from ESSER funds for the upcoming year rather than from the 141 GPS fund.

27. Instructional Supplies and Materials for teachers were maintained at \$176,300 in the regular program, \$20,000 in the Special Education program and \$24,830 for the CTE/Vocational program for the upcoming year.

28. The regular text book appropriations were decreased during 2023-2024 to assist with Pre-K textbooks and are being set at the amended level of \$717,078 which will provide for the 2024-2025 Math Reasoning at the high schools at \$25,000, CCHS Personal Finance at \$12,600, as well as provide for the 2025-2026 Science books for the high schools at \$150,000, regular textbook

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replacements, and about \$500,000 (roughly 2/3rds of the estimated \$750,000 cost) for the 2025-2026 K-8 Science books.

29. The cost for student management software is maintained at \$53,000 and is contained in account 141-72110-317-00317.

30. Services relative to student psychological evaluations are anticipated at \$28,600 based on past operational needs. Services/Costs could increase/decrease depending on actual needs.

31. Coaching Supplements were maintained at the \$440,540 level based on the April 2023 action of the Athletic to increase coaching supplements as well as to provide for other training options such as strength training. The other training options of \$44,500 would be used in conjunction with the individual school sites providing flow-thru funds to the BOE for 50% of the cost for supplemental training activities performed by employees/contract services with the Board providing a 50% match up to the overall maximum of \$44,500 with the individual school sites then becoming responsible for 100% of supplemental training costs as flow-thru funds to the BOE for employees/contract services. Appropriations still include funds established by the Board during 2019-2020 to meet operational needs and to address any Title IX issues.

32. Evaluation and testing appropriations are being established at \$60,000 to provide for costs associated with Curriculum Associates, Riverside/Easy CBM, and other providers. ESSER funds are planned to be used for the online kindergarten testing platform and benchmark testing for the upcoming year rather than from the 141 GPS fund with these costs likely to be provided for future operations from the GPS fund.

33. Based on 2023-2024 operations the Special Education services for physical therapy and occupational therapy are budgeted at \$261,000 which will continue to eliminate the dependency on federal carryover funds for these services.

34. The Differentiated Pay Plan is being budgeted at the recurring amount of \$30,000 with potential program revisions for the 2024-2025 year. The Differentiated Pay Plan program uses cost center 00524 for identification.

35. Library Books were maintained at the prior year level of \$44,000.

36. Technology software costs are relative to the personnel database program and the inventory management system with the reading eggs modules to be provided from ESSER funds for the upcoming year to enable a \$15,676 reduction in appropriations.

37. The Microsoft licensing costs and Microsoft Teams costs were maintained at \$66,500.

38. Standard insurances (liability, building & contents, vehicle insurance, etc.) are anticipated to increase 20%. Worker's compensation rates decreased but appropriations were maintained at the prior year amended level to provide for additional exposure/personnel changes. Worker's

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BUDGT & FINANCE

Compensation also includes appropriations for direct pay requirements under the old Lumberman's policy coverage and settlements which are subject to change between years.

39. Appropriations of \$8,000 were maintained for required background checks for employees.

40. School site communication costs increased about \$10,000 during the prior year and are estimated with a 10% increase or about \$7,400 for the upcoming year and amount to approximately \$80,000 with direct school support of \$13,000 to assist school sites with other costs and allow for decreased fundraisers.

41. The fire alarm monitoring system and fire extinguisher inspections are provided for within account 141-72610-399 at about \$5,000 with total appropriations set at \$20,000 based on prior year operations.

42. Other Contracted Services for water testing services are maintained at \$10,000.

43. Custodial Supplies for the schools were decreased about \$60,000 and re-set to the \$90,000 level used in prior periods.

44. Appropriations for utilities were based on 2023-2024 utilization for electricity and water/sewer with a 5% rate increase and inclusion of the summer learning camps with the increase provided for without an increase in appropriations for the upcoming year. Natural gas costs are planned with a 3% increase above 2023-2024 use and a set aside of \$18,000 in case of more severe weather in the upcoming year with appropriations reduced about \$56,000. Prior electricity reductions relative to the energy efficient LED lighting program were maintained and continue to service the debt.

45. Maintenance & Repair Services-Buildings and General Construction Material appropriations were maintained at the prior year level with construction materials established at \$181,750 for school repair needs.

46. Appropriations for transportation contracts amount to \$1,652,530 and are inclusive of a proposed \$2,000 increase in the supplemental payments at a cost of \$64,000. Supplemental payments of \$2,000 were enacted in December of 2023 and are now planned to become a recurring supplement. The resulting contract supplement for the upcoming year would total \$4,000 per contract. During 2022-2023 contracts were increased by \$10,000 per contract to address anticipated fuel cost increases which remains in place with future contract amounts to be reconsidered accordingly. Funds for other transportation needs are set at \$15,000 for health fairs, dental visits, biz-town, and so forth.

47. The Capital Outlay category contains \$1,072,500 of recurring funds to provide for new capital outlay projects. Additional capital outlay funds are relative to insurance recovery proceeds pertaining to the CCHS baseball fieldhouse and the Jellico Elementary gym floor. Carryover capital project funds amount to of \$1,700,000 relative to the CCHS multi-sports complex (cost center CC01W), \$40,000 relative to the Jellico High School auditorium lighting and sound project (cost center FB09A), \$40,000 relative to the LaFollette Middle School painting project (cost center FB11A), and



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\$35,000 relative to the Wynn School painting project (cost center FB20A). Multiple requests were made relative to capital projects for 2024-2025 totaling \$458,300 to \$468,300 (there were two requests for Jacksboro Middle weights/weight training equipment that may overlap). Requests consist of the following: \$8,300 for stage curtains for Valley View school with the school site to provide funding for costs above this amount; an estimated \$130,000 for Caryville Elementary to provide for playground equipment (4<sup>th</sup> & 5<sup>th</sup> grade), playground benches, an awning (1<sup>st</sup> grade), a scoreboard, parking lot re-sealing and striping, and parking lot signage; \$100,000 for Jacksboro Middle School for new lockers, polishing concrete in the library, and updates to the football fieldhouse; \$50,000 for a van for the Jellico High School boys basketball program; \$15,000 for Jacksboro Middle School weight training equipment; \$25,000 for band equipment/supplies; \$20,000 for Jacksboro Elementary playground rubber chips, \$10,000 for weights for Jacksboro Middle, \$10,000 for weights for LaFollette Middle, \$100,000 per year for four years to replace exterior doors at CCHS. It should be noted these are preliminary cost estimates with the scope of the various projects to be further reviewed/prioritized and refined to result in more specific project cost estimates which may include solicitation of formal project bids to determine more specific project cost estimates. The more refined project cost estimates will allow the Building Committee, the Board of Education and the Director of Schools to evaluate the proposed projects for approval and develop a project implementation schedule. Smaller project request items are under review by the Director for potential implementation.

48. The payment of Principal and Interest of \$124,620 is relative to LED lighting EESI loan being funded from savings on electricity. The Debt Service section contains \$1,469,225 relative to the \$1,250,000 school system share of the building program bonded indebtedness debt service funding and the \$219,225 relative to the bonds issued in May 2020 which was initially to be used to provide funding for roofing and HVAC needs. However, roofing projects were identified as an allowable use of ESSER funds thus allowing the bond proceeds previously planned to be used for roofing project to be diverted to alternatively fund parking lot paving projects at the various school sites and other capital improvements which could not be accomplished from ESSER funds. The County Commission approved the revised use of the bond proceeds on May 17, 2021. Other Debt Service funds \$411,019 is relative to repayment of the 15-year bond for the Energy Efficient School Initiative (TRANE) program and the \$96,975 is relative to the solar panel power program.

49. Operating transfers of \$29,995 for Food Service operations are being discontinued in the upcoming 2024-2025 year. Food Service operations have increased their equity position in recent years while simultaneously addressing equipment needs and operations are no longer dependent upon the operating transfer.

50. Proposed uses of equity are detailed below:

Beginning Planned Change Ending

Account Number	Account Title/Description	Equity Incr/(Decr)	Equity
141-34685-CC01W	Committed Cap-CCHS multi-sport	\$1,700,000	\$(1,700,000) \$0
141-39000	Undesignated Fund Balance	\$7,570,956	\$ (115,000) \$7,455,956

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Detailed Information:

141-76100-707-FB09A Bldg. Impv't-JHS auditorium \$ 40,000  
141-76100-707-FB11A Bldg. Impv't-LMS painting \$ 40,000  
141-76100-707-FB20A Bldg. Impv't-Wynn painting \$ 35,000  
TOTAL \$ 115,000

Teachers will receive \$2,500 state raise and classified personnel will receive an increase of \$1.00 on the hour. Board member Fields asked if Title I funds will be provided to Monica Bane to continue with Gear Up. If not, we will not have grant monies or college visits. Board member Heatherly asked why supply list are sent out? Director Fields stated that was for cleaning wipes, this is a teacher preference. We've asked for not a wish list because we have no adequate space for hand sanitizer and wipes. Board member Byrge asked if the 4 classified and 7 certified positions were covered in ESSER. Director Fields stated the CTE Career coaches last year had a grant that paid 100%. In regard to the Retention coordinator, we had 3<sup>rd</sup> graders retained county-wide and they have to be screened for dyslexia. The new Promotion and Retention policy will be on the July agenda and feels this should be a coordinator position. An administrative degree is required, and it will be 1 person for the system. Board member Byrge stated there was a request for bus owners to receive a \$4,500 increase. Board member James asked when does this stop. This has been the last 5 out of 6 years. Board member Heatherly asked why they are still receiving a supplement. Board member Byrge stated if the board can help he will be in support.

Board member Lester asked if \$48,000 would fund the contracts at the increase of \$4,500. ~~It was answered yes.~~ Chairman Morgan asked when the debt service will go away. Mr. Terry stated he did not have that schedule with him at this time. Director Fields suggested to leave the \$2,000 and add \$1000 for budget discussions and she appreciated the civil conversations and they have been beneficial. Mr. Gross stated he appreciated the \$3,000 and would be back for tomorrows meeting. Board member James stated the only problem is the owners want a 10% increase and our classified people don't get this. Board member James stated he felt 3% was fair. Mr. Gross stated he would take this back to the owners. Board member James stated we will meet again tomorrow.

Motion by James, second by Lester to adjourn.

Meeting adjourned.

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Josh James  
Chairman, Budget & Finance

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education met in a Special Called meeting on Tuesday, July 2, 2024, 5:00 p.m., in the lower-level conference room of the Central Office. Board members Johnny Byrge, Randy Heatherly, Josh James, Brent Lester, Jeffrey Miller, and Sharon Ridenour. Board members Crystal Creekmore Lisa Fields, Ronnie Lasley and Chairman Steve Morgan were absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

I Roll Call.

II. Approve Agenda.

Motion by Lester, second by James to approve the Agenda.

Byrge-yes, Creekmore-absent, Fields-absent, Heatherly-yes, James-yes, Lasley-absent, Lester-yes, Miller-yes, Ridenour-yes, Morgan-absent. Motion Passed.

III. Consider approving Campbell County High School Athletic Facilities Improvement Plan D.

Co-Chair Ridenour stated the board had previously held a meeting to discuss different plans and Plan D was recommended to come before the board. Mr. Collette stated the auxiliary gym was in the new proposal Plan D.

Motion by James, second by Lester to approve Campbell County High School Athletic Facilities Improvement Plan D.

Byrge-yes, Creekmore-absent, Fields-absent, Heatherly-yes, James-yes, Lasley-absent, Lester-yes, Miller-yes, Ridenour-yes, Morgan-absent. Motion Passed.

Motion by James, second by Miller to adjourn.

Meeting adjourned.

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Sharon Ridenour  
Co-chair, CCBOE

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education Budget and Finance met on Tuesday, July 2, 2024, 5:30 p.m., in the lower-level conference room of the Central Office. The following school board members were present. Johnny Byrge, Lisa Fields, Randy Heatherly, Josh James, Brent Lester, and Sharon Ridenour. Board members Crystal Creekmore, Ronnie Lasley, Jeffrey Miller, and Chairman Steve Morgan were absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

### I. Roll Call.

### II. Approve Agenda.

Motion by Byrge, second by Ridenour to approve the Agenda.

Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-absent, Lester-yes, Miller-absent, Ridenour-yes, Morgan-yes. Motion Passed.

### III. Discuss 2024-2025 school year budget.

Mr. Terry stated the 141-budget document was given out last night with potential re-alignments. Utilities, insurance, unemployment, classified sick leave and capital outlay was discussed at the previous meeting. Mr. Gross, bus owner spokesperson asked if they could do a contract extension. Mr. Terry responded that if 1 more than one contract it would go before the County Commission. Board member Byrge asked if he had spoken with the other drivers. Mr. Gross replied yes, and asked if it would be possible to add another day or 2 on breakdown days. Mr. Gross commented this can cut \$16,000 of \$48,000. Board member Byrge asked if \$32,000 was needed across the board and it could be realigned in various accounts and bring back to the board. Director Fields recommended to take funds out of natural gas. Board member James stated we need to look at the verbiage in the contract with the owners and doesn't feel right giving more money. We have buses that don't run, and this infuriates me stated board member James. Board member James clarified that he was not speaking about Mr. Gross. Board member James recommended to take \$32,000 out of natural gas. Bus owners will receive \$4,000.

Mr. Terry distributed the 143 Central Cafeteria Budget.

## **CENTRAL CAFETERIA 143 FUND BUDGET NOTES**

### **F/Y 2024-2025**

#### **REVENUE**

1. The Cafeteria Fund began the Community Eligibility Program in the 2014-15 fiscal year as a pilot program wherein USDA reimbursements were based on the total school populace without any local student charges for the Breakfast program or for the Lunch program under this initiative. The CEP Program has continued throughout the years since 2014-15 with some adjustments to the USDA reimbursement rates in 2015-16 due to recognition of the alternative school sites. The CEP Program is anticipated to continue for the upcoming fiscal

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year as well as the next fiscal period, having completed the re-application process for future periods in the spring of 2022.

2. Lunch Payments - Adults at the school sites experienced a slight decline of about \$3,100 from the prior year and are estimated to recur at about \$46,000 for the upcoming year.

3. The A la Carte program provides an outlet for additional food sales. 2023-2024 revenues were about \$7,100 greater than anticipated and are expected to recur at \$150,100.

4. Federal revenues for the USDA Lunch and USDA Breakfast program reimbursement rates are anticipated to increase by 6 cents for the upcoming 2024-2025 year. The lunch program revenue increase amounts to approximately \$63,000 and is budgeted at \$2,825,228. The breakfast program revenues for 2023-2024 were about \$24,000 less than anticipated inclusive of changes in participation and are expected to stabilize at \$925,204.

5. Additional Supply Chain Assistance funding was awarded during 2023-2024 which will result in an anticipated \$62,333 of funds to be carried forward to the 2024-2025 year to help in addressing supply chain issues and associated operational cost increases. The State Consultant recommended the funds be used primarily toward milk purchases by school sites to make tracking easier and fully in compliance with grant guidelines. Food Service will maintain an internal spreadsheet to track the purchases by school site with the funds being appropriated in a single account with cost center RVSCA used for identification.

6. The "Fresh Fruits and Vegetables" program is anticipated to recur for the 2024-2025 year at four school sites. With the discontinuation of the use of subfunds 970 and 971 the program is being identified by the respective school site location preceded by 970 for July-September and 971 for October-June periods for segregation in accord with program guidelines.

7. The Summer/Seamless Feeding Program includes the summer learning camps at multiple school sites and expanded operations of the Twigloo meal delivery program. With the discontinuation of the use of subfund 990 revenues and expenditures are accounted for using the school site locations preceded by 990 (99001 CCHS, 99002 Caryville, 99009 Jellico High School, 99010 LaFollette Elementary, 99018 Valley View, and 99098 for system wide costs.

8. In 2016-17 the State advised Food Service operations to start recognizing the "value" of commodities as revenues and expenditures. The value of Commodities received are accounted for in Revenue Acct 47112 and the use of Commodities are accounted for in Expenditure Acct 73100-469. Commodities are anticipated to remain relatively stable at \$310,620 after having growth of about \$34,000 in value during 2022-2023.

9. The operating transfer from the General Purpose School Fund to the Central Cafeteria Fund of \$29,995 has been discontinued for the upcoming year. Food Service operations have increased their equity position in recent years while simultaneously addressing equipment needs and operations are no longer dependent upon the operating transfer. In the past the State monitored the equity balance and once it surpassed a certain threshold, they would recommend rate changes and/or the use of the equity for capital improvements.

**EXPENDITURES** (Expenditures discussed above in the Revenue section are not repeated to prevent duplication.)

10. The budget includes various personnel changes consisting of transfers, retirements, replacements, and work schedule changes as well as the proposed State raise for Certified personnel of \$2,500 and a proposed local raise of \$1.00 per hour for Classified personnel.
11. The TCRS employer contribution rate for retirement is now established annually instead of on a two-year period. The 2024-2025 legacy rate for Certified personnel decreased .45% from 6.81% to 6.36% with Classified personnel rates increasing .57% from 6.08% to 6.65%.
12. The life insurance benefits were reviewed and increased during 2019-2020 after the death of an employee's child in order to provide additional coverage amounts to employees (from a \$25,000 benefit to \$35,000), their spouses (from a \$5,000 benefit to \$15,000), children (from a \$2,500 benefit to \$10,000), and infants (\$1,000 remained the same). This benefit structure will remain the same for 2023-2024 without any anticipated rate increase.
13. The 2024-2025 budget contains appropriations for an anticipated medical insurance rate increase of 5.9% effective January 1, 2025 and provides for participation changes with the employer contribution rate remaining at the 82% level. Differing plans and plan types are anticipated to have differing rate increases, similar to the prior year.
14. The Classified retirees now participate in the state plan with costs reflected in account 143-73300-299-00204 based on present participation levels.
15. Maintenance and Repair Services are anticipated to recur at \$62,285 and continue to include \$7,200 of preventive maintenance for cooling units at various sites and \$7,210 for nonspecific maintenance needs.
16. Appropriations for Travel were maintained at \$5,000 based on operational needs.
17. Contract Service appropriations are set at the recurring amount of about \$66,000.
18. Food Preparation Supplies for the school sites decreased during 2023-2024 compared to the prior year and are budgeted at about \$145,000 for the upcoming based on a 3% increase above 2023-2024 costs, excluding the fresh fruits and vegetables grant program and the Summer/Seamless Feeding Program.
19. Food Supplies for the school sites, excluding the fresh fruits and vegetables grant program and the Summer/Seamless Feeding Program, are budgeted at \$1,578,475 which is equivalent to a 5% increase above the 2023-2024 projected costs inclusive of the use of \$198,500 of the supply chain assistance funds. Remaining supply chain assistance carryover funds of \$62,333 are contained in the budget with the State Consultant previously recommending the funds be used primarily toward milk purchases to meet program requirements. The fresh fruits & vegetable grant program and the summer feeding program are anticipated to recur at the 2023-2024 levels.
20. An additional \$71,175 of funds for food supplies are being established (cost center 00098) in preparation for future operations when supply chain assistance funds are no longer available.
21. Uniform appropriations and Other Supplies and Materials were maintained about the same appropriation levels as the prior year.
22. Other Charges contains licenses and worker's compensation insurance costs.

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Other operational needs are also provided for within the account. Appropriations are being maintained at the 2023-2024 levels for the upcoming year.

23. Equipment appropriations for 2024-2025 are established from equity at \$200,000 to provide for unspecified equipment needs.

**EQUITY**

24. Proposed uses of equity are detailed below:

Beginning Planned Change Ending

Account Number Account Title/Description Equity Incr/(Decr) Equity

143-34565-RVSCA Restricted Support--Supply Chain \$ 62,333 \$( 62,333) \$ 0

143-34570 Primary Equity - Non-Instr. Serv. \$3,986,623 \$(200,000) \$3,786,623

Primary Equity

Detailed Uses

73100-710-FB390 Food Service Equipment \$200,000

Total Uses of Primary Equity Funds \$200,000

Motion by Byrge, second by Ridenour to approve the 143 Central Cafeteria Budget.

Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-absent, Lester-yes, Miller-absent, Ridenour-yes, Morgan-yes. Motion Passed.

Motion by Byrge, second by Lester to do re-alignment of \$32,000 to be taken out natural gas for bus increase.

Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-absent, Lester-yes, Miller-absent, Ridenour-yes, Morgan-yes. Motion Passed.

Motion by Byrge, second by Lester to recess meeting until Monday, July 8, 2024, at 5:30.

Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-absent, Lester-yes, Miller-absent, Ridenour-yes, Morgan-yes. Motion Passed.

Meeting recessed until July 8, 2024, 5:30 p.m.

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Josh James  
Chairman, Budget & Finance

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education policy committee met on Tuesday, July 9, 2024, at 5:00 p.m., at the courthouse in Jacksboro, Tennessee. The following school board members were present: Johnny Byrge, Lisa Fields, Randy Heatherly, Ronnie Lasley, Brent Lester, Jeffery Miller, Sharon Ridenour, and Chairman Steve Morgan. School Board members Crystal Creekmore and Josh James were absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

### I. Roll Call.

### II. Approve Agenda.

Motion by Heatherly, second by Byrge to approve the Agenda.

### III. Review and discuss CCBOE policies as followed:

#### **Visitors to the Schools/1.501**

This policy requires posting of Code of Conduct in each school and gymnasium.

#### **School Calendar/1.800**

Lines 12 & 13 add language to close due to elections.

#### **Surplus Property/2.403**

Additions were made to lines 1 through 4.

#### **Bids and Quotations/2.806 No changes made.**

#### **Emergency Preparedness Plan/3.202**

Lines 20 through 22 were added.

#### **Security/3.205**

Line 15 & highlighted area were added.

#### **Class Size Ratios/4.201**

Highlighted area (grades 6-12)

#### **Family Life Education/4.213**

Line 6 highlighted, lines 2-12 and 17-20 new language.

#### **Student Transportation Management/3.400**

Lines 15, 17, and 18 were changed.

#### **Use of Artificial Intelligence Programs/4.214**

Deleted lines 6-12, 25, page 2 delete line 8, approve line 10 to read "teachers shall provide students with appropriate instruction on the responsible use of AI.

#### **Interscholastic Athletics/4.301**

Lines 17-20 were added.

#### **Library Materials/4.403**

Line 2 to read librarian, #6 librarians, #7 librarians #8 we won't.

#### **Grading Systems/4.600**

Page 2 line 2 5%points

#### **Promotion and Retention/4.603**

Page 5 change to 5 days



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**Physical Assault Leave/5.307**

Adopt lines 8 – 12.

**Substitute Teachers/5.701**

Line 13, Administrative Assistant to the Director of Schools.

**Qualifications and Duties for Director of Schools/5.802**

Page 3 lines 8-10

**School Admissions/6.203**

Line 7 use word district.

**Admission of Suspended or Expelled Students/6.318**

Lines 5-9 are added.

**Code of Conduct/6.300**

Line 23 to read multi-system of supports behavior intervention plans. Page 4 line 32 was added.

**Zero Tolerance Offenses/6.309**

Line 13 the word value was added.

**Suspensions/6.316 – No change**

**Opioid Antagonist/6.4052**

Lines 9-11 were added.

**Reporting Child Abuse/6.409**

Line 5 must submit to DCS it may now be the principal, assistant principal, or school counselor.

**Director Fields stated if DCS comes to a school to investigate a child we must cooperate, and parents do not have to be notified.**

**Motion by Motion by Fields, second by Byrge to send to board for approval on 1<sup>st</sup> and final reading.**

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Sharon Ridenour  
Chair, Policy Committee

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education met in a recess session on Monday, July 8, 2024, 5:30 p.m., in the lower-level conference room of the Central Office. The following school board members were present: Johnny Byrge, Lisa Fields, Randy Heatherly, Josh James, Ronnie Lasley, Brent Lester, and Sharon Ridenour. Board members Crystal Creekmore, and Chairman Steve Morgan were absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

### I. Roll Call.

### II. Approve Agenda.

Motion by Lester, second by Byrge to approve the Agenda.

Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-absent, Ridenour-yes, Morgan-absent. Motion Passed.

### III. Review and discuss the 142 Federal Projects proposed budget for the 2024-2025 school year.

Mr. Terry distributed a copy of the 142 Federal Project Budget and was discussed in detail.

## **FEDERAL PROJECTS SCHOOL 142 FUND BUDGET NOTES**

### **F/Y 2024-2025**

#### **REVENUE**

1. The State Department of Education has completed the process of establishing “e-Plan” as the monitoring and reporting software for Federal Projects and most state grants with separate modules for the General Purpose School Fund & Central Cafeteria Fund. The State regulates the category and line items available to be used within ePlan thus requiring program managers to take into consideration account number availability as program budgets are developed since all categories and line items may not be available for each program. School site cost centers are not contained in ePlan and any programs that may need and/or require school site expenditures tracking will need to provide detailed information as to the amount to be identified by such cost centers and/or make provisions to track school site expenditure information separately from the financial reports through the use of supplemental worksheets and/or spreadsheets maintained by the respective program manager.

2. Most of the recurring federal programs are contained within the Consolidated Federal Projects comprehensive plan (Title I, Title II, Title IV, Title V, Special Education IDEA and Special Education Preschool). Under the comprehensive plan, line item budgets are prepared by the program managers at the local level (within the account limitations noted above) and program reviews and approvals are made by the State Department of Education to ensure compliance with specific program requirements and guidelines. The state also now requires significant detailed information to be submitted in accompaniment of the planned uses of funds and may approve or reject locally developed budget plans.

3. The 2024-2025 budget document contains various Title and Special Education programs

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which have been compared to the ePlan budgets submitted by the school system to the State Department of Education. The budget includes estimates of carryover funds for some programs while carryover funds are not reflected in ePlan which only reflect the “base” allocation for the 2024-2025 year. Revisions will be made by the managers of the respective programs to reflect the full amount of carryover funds and any other revisions needed.

4. The base level funding allocations for the upcoming year may be insufficient to meet recurring personnel costs and/or other recurring operational cost. Across the respective Consolidated programs base funding allocation increased approximately \$50,000. The most significant changes were in the Special Education Part B which increased approximately \$77,371 while Title I decreased \$36,057. The school system intends to use carryover funding to provide for the operational costs not provided for from base funding allocations.

5. The Consolidated Administration funding for Federal Funds recognizes a re-apportionment of revenues from the Title I, Title II and Title V programs into a separate subfund 010 to identify costs separately for administrative personnel and administrative non-personnel items. In past years funds transferred between programs were identified as an operating transfer from one program to another, but in review with the State the respective Title funds take on the identity and the associated usability guidelines of the respective federal program they are re-apportioned to, and as such these funds are now recognized as a separate revenue account within the respective program making use of the funds.

6. Career Technical Education/Vocational Education Federal Carl Perkins funds (subfund 800) are allocated at \$130,861.48 for the upcoming year, an increase of about \$3,833. These funds do not carryover between fiscal years.

7. The Title I Program (subfund 100) initial allocation of \$1,973,193, a decrease of approximately \$36,000 compared to the prior year initial allocation. The prior year initial allocation of \$2,009,250 was revised to an adjusted allocation of \$2,000,950 during the year due to adjustments by the State. Carryover funds of approximately \$195,000 are included in the budget and allocated primarily for instructional supplies based on prior year operations.

8. An Additional Targeted Support & Improvement (ATSI) grant (subfund 179) of \$75,000 was awarded relative to the Special Education program at Caryville Elementary to support school improvement plans and student performance.

9. The Title II-A Training and Recruitment funds (subfund 200) base allocations are \$302,165, an increase of approximately \$7,200 from the prior year base. The transfer to Consolidated Administration will be increased from \$20,000 to \$39,000. Title II carryover of \$97,144.50 is being reappropriated for supplies and staff development based on the prior year operations. The full amount of the new Title IV funds allocation of \$161,631.70 is planned to be transferred to the Title II program to be used for expenditures deemed to be eligible under the Title II program that may have been excluded under the Title IV program which has a more limited range of eligible expenditures. Remaining funds from the prior year Title IV

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program transfer were not reappropriated at this time and will be amended into the budget during the year within the respective programs. Previously if the direct allocation of Title II funds was not used, the planned transfer of funds to be moved from Title IV to Title II did not occur and remained in the Title IV program. That process changed during 2020-2021 with re-apportioned funds from Title IV being recognized proportionately to the total expenditures in the “receiving” program during the year even if the “receiving” program did not use the entirety of its direct funding allocation thus increasing carryover funding with less restrictive eligibility guidelines.

10. The 21<sup>st</sup> Century Classroom programs are anticipated to recur at the same amount with program changes to reflect a portion of costs for the change to a full time Supervisor. Carryover funds are no longer allowed within this program.

11. The Title V program funding amounts to \$154,829.70 in base funding (a decrease of approximately \$3,000) with \$25,000 being allocated to the Consolidated Administration component with remaining funds appropriated for operational needs, inclusive of personnel transfers between programs. Carryover funds of approximately \$13,000 will be amended into the program during the upcoming year.

12. Special Education Systemic Change Grant is in process within ePlan and will be amended into the operations when finalized.

13. The Special Education program was awarded an Access for All Learning Network (AALN) grant (subfund 890) for \$50,000 relative to math curriculum at LaFollette Middle, Caryville, and Elk Valley schools.

14. Special Education IDEA Part B funding (subfund 900) was allocated at \$1,438,497, an increase of approximately \$77,000. Personnel costs, inclusive of benefits, utilize the base allocation with non-personnel accounts contingent upon carryover funds for supplies, equipment, contract services, and other operational needs for the upcoming year with about \$283,000 of carryover funds being reappropriated based on past operations. Funds for the Occupational Therapy/Physical Therapy contract services are contained in the 141 GPS fund at \$261,000 to alleviate the dependency on carryover federal funds to meet these critical program needs.

15. The Special Education Preschool program funding has been awarded at \$62,160, the same amount as the prior year adjusted allocation. Carryover funds of \$8,925 are re-appropriated for supplies and in-service needs.

16. Supplemental ESSER 3.0 carryover funds amount to \$2,429,864 and primarily consists of \$1,865,110 relative to the roofing projects and HVAC controls at Caryville and LaFollette elementary schools. \$213,000 is re-appropriated for software needs (ESGI, Canvas, IReady, Edmentum/Edgenuity, etc.), \$197,842 for equipment (cameras for school sites and busses, portable radios, etc.), \$110,692 for technology equipment, with remaining funds planned for other operational needs to utilize the full carryover funds.

17. The Innovative School Models (ISM) funds of \$4,100,000 were awarded during the last quarter of the 2022-2023 year with a 4 year program budget submitted within ePlan. There will be carryover funds of \$501,911 from the prior year (primarily the classroom project at

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Jellico High at \$445,000, transportation vehicle, and equipment). Year 3 appropriations amount to \$1,427,720 and consists primarily of \$200,000 of regular classroom technology equipment, \$470,000 of vocational equipment, \$512,620 for HVAC improvements, with remaining appropriations for other operational needs.

**EXPENDITURES** (Expenditures discussed above in the Revenue section are not repeated to prevent duplication)

18. The 2024-2025 budget includes various personnel changes consisting of program transfers, retirements, degree upgrades, new positions, changes in supervisor/coordinator positions, reclassification of personnel from grants to the regular program, and transfers between school sites/accounts/programs. There are federal positions (intervention teachers, career coaches, teachers, educational assistants, tutoring program, etc.) being transferred to the 141 Fund (6 classified and 10 certified) to maintain stable classroom staffing as well as to address learning loss, interventions, and CTE program needs. Supervisor/Coordinator position changes in the federal programs include the Title I Supervisor changing from full time to part-time, adding a Title I Postsecondary Coordinator in place of the Gear Up Coordinator previously in the 141 Fund, and changing the Pre-K/21<sup>st</sup> CCLC Supervisor from part-time to full time, the proposed budget includes changes in cost for years of experience and degree upgrades as well the proposed State raise for Certified personnel of \$2,500 and a local raise for Classified personnel of \$1 per hour.

19. The Non-Certified Substitute pay remains at \$75 per day established during the prior year. Certified Substitutes are required for teacher absences of more than 20 consecutive days with funding to recur at \$45,000 (Regular & Special Education). Per State guidance Certified Substitutes began to be accounted for solely in line item 195 during 2019-2020. A bonus pay schedule was established for non-certified substitute teachers fulfilling defined service days with \$60,000 of funds maintained in the 141 GPS fund to allow for continuation of program.

20. The TCRS employer contribution rate for retirement is now established annually instead of on a two-year period. The 2024-2025 legacy rate for Certified personnel decreased .45% from 6.81% to 6.36% while the Classified personnel rate increased by .57% from 6.08% to 6.65%. Participation within the hybrid retirement plan, which has up to an 8% employer contribution rate in federal funds, is increasing as personnel leave and are replaced with new personnel under the hybrid plan.

21. The life insurance benefits were reviewed and increased during 2019-2020 after the death of an employee's child in order to provide additional coverage amounts to employees (from a \$25,000 benefit to \$35,000), their spouses (from a \$5,000 benefit to \$15,000), children (from a \$2,500 benefit to \$10,000), and infants (\$1,000 remained the same). This benefit structure will remain the same for 2024-2025 without any anticipated rate increase.

22. The 2024-2025 budget contains appropriations for an anticipated medical insurance rate increase of 5.9% effective January 1, 2025, and provides for participation changes with the employer contribution rate remaining at the 82% level. Differing plans and plan types are anticipated to have differing rate increases, similar to the prior year, with federal programs planning for a slightly greater cost increase.

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23. Indirect Costs are not included in initial 2024-2025 operations and may be revised during the school year or used at year end to close out remaining appropriations in Federal Projects.

**EQUITY**

24. There are no proposed uses of equity in the 142 Federal Projects School Fund.

Board member James asked what item #8 was being utilized for. Director Fields stated 60-, 90-, or 120-day contracts. Board member Ridenour asked the question on item #17. Board member Ridenour stated it was on Jellico High School welding and request to know the remaining funding for this project. Director Fields stated she would send out information on what monies would be spent for. Board member James addressed item #16 and asked if it was for all schools. Director Fields stated the schools had been identified. Board member Ridenour asked about indirect cost and Director Fields stated she would find out and notify.

Motion by James, second by Heatherly to send the budget to the full board.

Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-absent, Ridenour-yes, Morgan-absent. Motion Passed.

Motion by Ridenour, second by Lester to adjourn.

Meeting adjourned.

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Josh James  
Chairman, Budget & Finance

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Jennifer Fields  
Director of Schools

## MINUTES

The Campbell County Board of Education met in regular session on Tuesday, July 9, 2024, 6:00 p.m., at the courthouse in Jacksboro, Tennessee. The following school board members were present: Johnny Byrge, Lisa Fields, Randy Heatherly, Josh James, Ronnie Lasley, Brent Lester, Jeffrey Miller, Sharon Ridenour, and Chairman Steve Morgan. Board member Crystal Creekmore arrived late for the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

A moment of silence was observed for Shirley Peel, former school counselor at Jacksboro Middle School.

Prayer by Lisa Fields.

Pledge of Allegiance led by Randy Heatherly.

- I. Roll Call and Call to Order.
- II. Recognition of Guest  
Brandon Johnson, Special Olympics, representative

Mr. Johnson presented the Special Olympics Athlete of the Year to Colton Rains, 8<sup>th</sup> grader at LaFollette Middle School. Colton drew the Special Olympics design when he was in the 6<sup>th</sup> grade. Colton likes to participate in track and field but likes basketball the best. Mr. Johnson stated Colton has exceptional character and kindness. The board thanked Mr. Johnson and Colton Rains for their dedication.

Greg Pressnell – did not attend meeting.

- III. Public Comment (Agenda Items Only, Max 2 speakers/Viewpoint & Max 3 Minutes/Speaker) Nothing at this time.

- IV. Consent Agenda
  - A. Minutes of the previous meetings. (Attachment)
    1. June 11, 2024, special called meeting.
    2. June 11, 2024, regular session meeting.
    3. June 27, 2024, recess session meeting.

B. Dilapidated items:

SCHOOL	ITEM TO BE DILAPIDATED
LES	#4443-2 laptop #0979 cabinet

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	#1589 cabinet
	#0996 cabinet
	#1590 cabinet
	#1588 cabinet
	#2494 cabinet
	Acer-1 desktop tower/monitor
<b>JELLICO ELEM LES</b>	#141 hatch
	#30170 hatch monitor/desk
	#30169 hatch monitor/desk
	#2599 shelf
	#1392 washer
	#1378 dryer
	#0066 refrigerator
	#30222 cabinet
	#1961 cabinet
	#2551 cabinet
<b>CCHS</b>	#30180 tower
	<i>#- tower</i>
	<i>#- 2 monitors</i>
	<i>#- 2 boxes language literacy</i>
	<i>#- 17 boxes Vmath</i>
	<i>#- 9 keyboards</i>
	<i>#- 3 netgear</i>
	<i>#- 16 desk w/18 stools</i>
	<i>#- epson doc camera</i>
<b>CES</b>	#1565-4 ipad
	#1565-5 ipad
	#1298 refrigerator
	#0453 batelle devp inventory
<b>VV</b>	#3213 printer
	#4030 laptop
<b>CCHS</b>	#4042 CPU
	#2434 monitor
	#M710S3 CPU
	#2442 monitor



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#4043 CPU

#2443 monitor

MJ090N1T CPU

#2441 monitor

MJ090N1P CPU

#2436 monitor

#M70S5 CPU

#2450 monitor

#2680 camera

#30171 laptop

**WYNN**

#4099 CPU

**CCHS**

#2365 active board

**C. Executive Actions:**

1. Approve Jellico High School boys' basketball team to attend BCAT Hoopfest at Briarcrest School in Memphis, TN on June 20, 2024, through June 22, 2024.

2. Pursuant to the rights and obligations given to me in Tenn. Code Ann. §49-2-301, I approve changing the part-time Pre-K Supervisor position to a full-time Pre-K Supervisor position. Due to the increasing demands and requirements of the Pre-K programs, it is essential that we have full-time supervision to effectively manage and support these programs. The part-time status of this position is no longer sufficient to meet the needs of our Pre-K program and the many responsibilities that fall under the supervision of this role including supervision of the safety grant and the 21<sup>st</sup> Century Classroom grant.

Board approval is needed to allocate funding to be able to change the Pre-K part-time certified retiree position to a full time Certified supervisor position. The department of finance has indicated that we are authorized to proceed with this change through executive action. The Chairman is in agreement that such additional funding for wages and benefits will be contained within the upcoming 2024-25 school budget and authorize you to proceed with the change from part-time certified retiree position to full time Certified supervisor position in advance of the 2024-25 budget being formally approved.

Motion by Byrge, second by Ridenour to approve the Consent Agenda.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

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V. Approval of Regular Agenda

Motion by Byrge, second by Lester to approve the Agenda with correction on item X-E, to read Weight Room.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

VI. Comments from the Chair Nothing at this time.

VII. Director's Monthly Report

Director's Monthly Report Tuesday, July 9, 2024

Introduce three new supervisors: Charlotte McCoy: SPED Director, Josh Parker: Maintenance and Transportation Supervisor, and Melissa Davis Pre-K Supervisor, along with LEAPS Program, Family Resource, Homebound, and Safety.

- Elk Valley Stem Lab will be done this week including the electric, water, deck, and ramp.
- Jellico High School football field turf project is going well. Dirt is being hauled off and they are scheduled to start bringing the rock to the field.
- Jellico Elementary Heat & Air Units have been installed in the cafeteria, pre-k, and kindergarten classrooms.
- The roof projects at La Follette Elementary and Caryville Elementary are on schedule to be completed sometime in August or the first of September.
- We will be declaring the solar panels as surplus in the next few weeks.
- We held a pre-construction meeting with everyone involved at Jacksboro Elementary yesterday on site. That project should start in the next 2 weeks.
- Jellico High School Welding/CTE addition is in your packet for approval tonight.
- The hiring of the architect for the CCHS Sports facility and CCHS CTE addition are both on the agenda tonight for your approval.
- The CCHS cafeteria furniture has been delivered and looks great. There are a few touch ups to be completed, but it is finished.

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- Jellico Elementary Gym floor should be ready to bid out in the next couple of weeks. Once the electrical engineer submits his paperwork, it will go to the architect.
- Ridgeview STAR Program MOU (reoccurring program)
- Master Therapist stationed at LMS and CCHS. Requires a \$5000.00 contractual compensation
- Ridgeview BASIC Program MOU (reoccurring program at CES) School-based early intervention program that focuses on grades K-3
- Working on getting the Navigate 360 SEL and Stop It Solutions SEL programs for the 2024-25 School Year.
- Writing the 2024-25 Flu Vaccination Grant of \$40,000.00 for the Campbell County Schools and community clinics.
- Technology department closed 1840 tickets during the 23-24 school year
- IT Technicians will be attending the TETA Summer Institute July 11-13 for professional development
- Installation for the Active Panel in the EV modular was completed today and the lab will be complete for the start of school.
- CFA- Consolidated Funding Application has been approved in ePlan by TDOE.
- All carryover monies will be used in the following three categories: Professional Development, Supplies and Materials, and Equipment.
- The CFA Board Approval is on tonight's agenda for approval for the 2024-2025 school year.
- All remaining textbooks will be ordered upon budget approval and should be in all schools before students arrive.
- We will begin using the new online alumni transcript request system on August

Summer Camp Materials: Over \$295,000 in materials have been ordered, separated, and delivered to our schools over the past month! All orders and deliveries are finally complete!

VIII. Legislative Report Nothing at this time.

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IX. Recognize Jeff Marlow, Director of Finance

A. Monthly Financials.

141 General Purpose School Fund. Balance sheet as of May 31, 2024

Cash with Trustee - \$13,342,288.75

Total Revenues - \$48,210,428.56

Percent of Budget – 90.4%

Total Expenditures - \$47,683,909.02

Percent of Budget – 83.8%

142 School Federal Projects Fund. Balance sheet as of May 31, 2024

Cash with Trustee - \$1,785,397.00

Total Revenues - \$9,435,423.78

Percent of Budget – 82.8%

Total Expenditures - \$9,435,423.78

Percent of Budget – 82.8%

143 Central Cafeteria Fund. Balance sheet as of May 31, 2024

Cash with Trustee - \$4,366,036.98

Total Revenues – \$4,505,281.18

Percent of Budget – 90.2%

Total Expenditures - \$4,235,679.21

Percent of Budget – 77.6%

Karen Henegar gave a detailed summary of the May 31, 2024, Monthly Financial Reports, and request if there were no questions they be approved at this time.

Motion by Byrge, second by Ridenour to approve the May 31, 2024, Monthly Financial Reports.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

B. Approve Budget Amendments and Resolutions. Nothing at this time

C. Reviewing of Bids.

1. Jellico High School Welding Classroom Renovations.

GCE Construction - \$494,500

Skilled Services, LLC - \$406,700

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Recommendation to award lowest and best bid to meet specifications to Skilled Services, LLC. This is also the recommendation of Howard Waltz with MBI and Jennifer Fields, Director of Schools.

Motion by Ridenour, second by Lester to award lowest and best bid to meet specifications to Skilled Services, LLC.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

D. Request permission to advertise Bids.

1. Declare solar panels as surplus. If no bids received dispose of accordingly.

Motion by James, second by Lester to Declare solar panels as surplus. If no bids received dispose of accordingly.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

E. Request permission to accept renewal of contracts. Nothing at this time.

X. Items for Action:

A. Consider approving the 2024-2025 Campbell County School year budget.

Motion by James, second by Heatherly to approve the 2024-2025 Campbell County School year budget.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

B. Consider approving Campbell County School Bus Owner Contract for the 2024-2025 school year.

Motion by Byrge, second by Fields to approve Campbell County School Bus Owner Contract for the 2024-2025 school year.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

C. Consider approving Disciplinary Hearing Authority (DHA) committee to consist of Traci Chambers, Josh Parker, and Sandi Wilson.

Motion by Fields, second by Lester to approve Disciplinary Hearing Authority (DHA) committee to consist of Traci Chambers, Josh Parker, and Sandi Wilson.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

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- D. Consider hiring of Michael Brady Inc. (MBI) to assess Campbell County High School HVAC addition.

Motion by Ridenour, second by Byrge to hire of Michael Brady Inc. (MBI) to assess Campbell County High School HVAC addition.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-no, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

- E. Consider hiring of Weeks, Ambrose, & McDonald Inc., for Campbell County High School weight room.

Motion by Miller, second by Byrge to hire Weeks, Ambrose, & McDonald Inc., for Campbell County High School weight room.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

- F. Consider approving Campbell County Board of Education Annual Agenda for the 2024-2025 school year.

Motion by Ridenour, second by James to approve Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

- G. Consider approving Consolidated Application for IDEA/ESEA school year 2024-2025.

Motion by Ridenour, second by Lester to approve Consolidated Application for IDEA/ESEA school year 2024-2025.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

- H. Consider approving Service Agreement between Campbell County Schools and Ridgeview Behavioral Service STAR program.

Motion by Byrge, second by Fields to approve Service Agreement between Campbell County Schools and Ridgeview Behavioral Service STAR program.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

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- I. Consider approving Memorandum of Agreement between Ridgeview Behavioral Health Services and Caryville Elementary School in the conduct of Project B.A.S.I.C. at Caryville Elementary during the 2024-2025, 2025-2026, and 2026-2027 school years.

Motion by Byrge, second by James to approve Memorandum of Agreement between Ridgeview Behavioral Health Services and Caryville Elementary School in the conduct of Project B.A.S.I.C. at Caryville Elementary during the 2024-2025, 2025-2026, and 2026-2027 school years.

Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

- J. Consider approving CCBOE policies on 1<sup>st</sup> and final reading.
  - Visitors to the Schools/1.501
  - School Calendar/1.800
  - Surplus Property/2.403
  - Bids and Quotations/2.806
  - Emergency Preparedness Plan/3.202
  - Security/3.205
  - Class Size Ratios/4.201
  - Family Life Education/4.213
  - Student Transportation Management/3.400
  - Use of Artificial Intelligence Programs/4.214
  - Interscholastic Athletics/4.301
  - Library Materials/4.403
  - Grading Systems/4.600
  - Promotion and Retention/4.603
  - Physical Assault Leave/5.307
  - Substitute Teachers/5.701
  - Qualifications and Duties for Director of Schools/5.802
  - School Admissions/6.203
  - Admission of Suspended or Expelled Students/6.318
  - Code of Conduct/6.300
  - Zero Tolerance Offenses/6.309
  - Suspensions/6.316
  - Opioid Antagonist/6.4052
  - Reporting Child Abuse/6.409

Motion by Ridenour, second by Heatherly to approve CCBOE policies on 1<sup>st</sup> and final reading. Byrge-yes, Creekmore-yes, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed.

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XI. Items for Discussion: Nothing at this time.

XII. Discuss Legal Matters: Nothing at this time.

XIII. Recognize School Board Members:

Board member Lasley congratulated the Special Olympics and Colton Rains.

Motion by James, second by Byrge to adjourn the meeting.

Meeting adjourned.

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Steve Morgan  
Chairman of the Board

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Jennifer Fields  
Director of Schools