

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, July 9, 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

Brandon Johnson, Special Olympics, representative  
Greg Pressnell

III. Public Comment (Agenda Items Only, Max 2 speakers/Viewpoint & Max 3 Minutes/Speaker)

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
	#1589 cabinet
	#0996 cabinet
	#1590 cabinet
	#1588 cabinet
	#2494 cabinet

JOHNNY BYRGE  
1005 Rose Hill Drive  
LaFollette, TN 37766

SHARON RIDENOUR-CO-CHAIR  
386 Middlesboro Road  
LaFollette, TN 37768

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

JEFFREY MILLER  
209 Glade Springs Road  
LaFollette, TN 37768

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

**JELICO  
ELEM  
LES**

Acer-1 desktop  
tower/monitor  
#141 hatch  
#30170 hatch monitor/desk  
#30169 hatch monitor/desk  
#2599 shelf  
#1392 washer  
#1378 dryer  
#0066 refrigerator  
#30222 cabinet  
#1961 cabinet  
#2551 cabinet

**CCHS**

#30180 tower  
#- tower  
#- 2 monitors  
#- 2 boxes language  
literacy  
#- 17 boxes Vmath  
#- 9 keyboards  
#- 3 netgear  
#- 16 desk w/18 stools  
#- epson doc camera

**CES**

#1565-4 ipad  
#1565-5 ipad  
#1298 refrigerator  
#0453 batelle devp  
inventory

**VV**

#3213 printer  
#4030 laptop

**CCHS**

#4042 CPU  
#2434 monitor  
#M710S3 CPU  
#2442 monitor  
#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.

V. Approval of Regular Agenda

VI. Comments from the Chair

VII. Director's Monthly Report

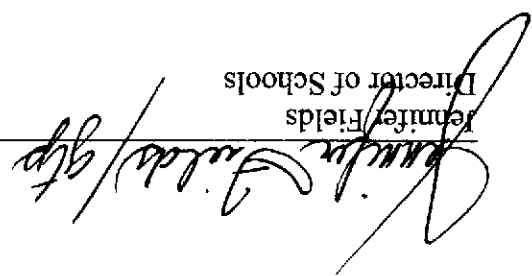
VIII. Legislative Report

IX. Recognize Jeff Marlow, Director of Finance

- A. Monthly Financials. (Attachment)
- B. Approve Budget Amendments and Resolutions. Nothing at this time
- C. Reviewing of Bids. (Attachment)
  1. Jellico High School Welding Classroom Renovations.
- D. Request permission to advertise Bids.
  1. Declare solar panels as surplus. If no bids received dispose of accordingly.
- 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.
- B. Consider approving Campbell County School Bus Owner Contract for the 2024-2025 school year. (Attachment)
- C. Consider approving Disciplinary Hearing Authority (DHA) committee to consist of Traci Chambers, Josh Parker, and Sandi Wilson.
- D. Consider hiring of Michael Brady Inc. (MBI) to assess Campbell County High School HVAC addition.
- E. Consider hiring of Weeks, Ambrose, & McDonald Inc., for Campbell County High School Athletic Complex.
- F. Consider approving Campbell County Board of Education Annual Agenda for the 2024-2025 school year. (Attachment)
- G. Consider approving Consolidated Application for IDEA/ESSEA school year 2024-2025. (Attachment)
- H. Consider approving Service Agreement between Campbell County Schools and Ridgeview Behavioral Service STAR program. (Attachment)
- 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. (Attachment)
- J. Consider approving CBOE policies on 1<sup>st</sup> and final reading. (Attachment)
  - 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

  
Jennifer Fields  
Director of Schools

XIII. Recognize School Board Members:

XII. Discuss Legal Matters:

XI. Items for Discussion: Nothing at this time.

- 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

MINUTES

The Campbell County Board of Education met in a Special Called meeting on Tuesday, June 11, 2024, at 5:30 p.m. 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 was 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 James, second by Ridenour to approve the Agenda.

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

III. Review and discuss Director of Schools Evaluation.

Chairman Morgan reviewed the overall scores on the Evaluation. Chairman Morgan stated 9 out of the 10 board members submitted an evaluation. No further discussion was held.



Campbell County Schools

Director of Schools Evaluation Form

2024

SCHOOL BOARD EVALUATION

Relationship with Board	2.22
Personnel	2.24
Community Relationships	2.22
Personal Qualities	2.31
<b>OVERALL SCORE</b>	<b>2.25</b>

Motion by James, second by Ridenour to adjourn.

Meeting adjourned.

Steve Morgan  
Chairman of the Board

Jennifer Fields  
Director of Schools

MINUTES

The Campbell County Board of Education met in regular session on Tuesday, June 11, 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 was absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

A moment of silence was observed for Skylar Wallace, student at Jacksboro Middle School.

Prayer by Lisa Fields.

Pledge of Allegiance led by Brent Lester.

I. Roll Call and Call to Order.

II. Recognition of Guest

Brandon Johnson, Special Olympics representative

Mr. Johnson addressed the board by saying Special Olympics Tennessee, Unified champion Schools is a program that seeks to create enriching and inclusive school climates through sports and youth leadership which includes Inclusive Sports, Inclusive Youth Leadership, and Whole School Engagement. 12 educators in Campbell County will help next year. Every teacher that helps will receive \$1,000 stipend. Campbell County is the 1<sup>st</sup> county where every school participates in East Tennessee. Mr. Johnson thanked the board for their time and attention, in addition to Director Fields and Dr. Donna Singley.

Abigail Watts

Ms. Watts is a 2024 graduate from CCHS. Ms. Watts stated she felt thing could have been better. People were herded like cattle, people and families turned away, no stage. It was announced it would be held rain or shine on the football field and felt an apology was needed. Director Fields stated she apologized for raining and hated this happened and was not an ideal circumstance. Students were told by the principals there was no alternate plan. Director Fields stated the bleachers were broken and again apologized and thanked Ms. Watts for attending and sharing.

Faith-Marie Goins – did not attend meeting.

III. Public Comment (Agenda Items Only, Max 2 speakers/Viewpoint & Max 3 Minutes/Speaker)

IV. Consent Agenda

- A. Minutes of the previous meetings.
  - 1. May 14, 2024, regular session meeting.
  - 2. May 22, 2024, special called meeting.
- B. Approve CCHS 9-12 JROTC to hold overnight stay for JROTC Cadet Leadership Challenge on CCHS campus located in the JROTC building on June 26, 2024, through June 29, 2024.

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

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

V. Approval of Regular Agenda

Motion by Byrge, second by James to approve the Regular Agenda with the addition to item X-E, Consider waiving attorney-client privilege as to the Constangy Assessment.

Byrge-yes, Creekmore-absent, 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 Fields informed the board of the following:

The modular STEM lab is scheduled to be delivered Wednesday or Thursday of this week and should be completed by next week. Maintenance will build the ramp and deck in July. The trailer at Jacksboro Elementary was moved on June 5. The Highway Department is expected to begin the new road to Jacksboro elementary by the first week of July. The seal coating projects will begin in the next 2 weeks with CCHS, LES, LMS Track. The roof repair projects at LaFollette elementary School will begin next week and Caryville and will begin the following week. Summer Feeding Program is running and going well. Turf proposals have been signed by the board, but we are awaiting signatures from the Department of Finance. Jacksboro Elementary School expansion proposal has been signed by the board but has not been signed by the Department of Finance.

VIII. Legislative Report Nothing at this time.



A.

Monthly Financials.

141 General Purpose School Fund. Balance sheet as of April 30, 2024  
 Cash with Trustee - \$20,625,496.07  
 Total Revenues - \$47,310,294.08  
 Percent of Budget - 89.7%  
 Total Expenditures - \$38,626,745.01  
 Percent of Budget - 68.6%

142 School Federal Projects Fund. Balance sheet as of April 30, 2024  
 Cash with Trustee - \$1,720,811.43  
 Total Revenues - \$8,225,116.93  
 Percent of Budget - 72.9%  
 Total Expenditures - \$8,225,116.93  
 Percent of Budget - 72.9%

143 Central Cafeteria Fund. Balance sheet as of April 30, 2024  
 Cash with Trustee - \$4,198,281.62  
 Total Revenues - \$4,117,639.26  
 Percent of Budget - 82.5%  
 Total Expenditures - \$3,717,071.19  
 Percent of Budget - 68.1%

Karen Henegar gave a detailed summary of the April 30, 2024, Monthly Financial Reports and request if there were no questions they be approved at this time.

Motion by Ridenour, second by Fields to approve the April 30, 2024, Monthly Financial Report. B. (4) June 2024, Budget Amendments and Approve Budget Amendments and Resolutions.

Karen Henegar gave a detailed summary of the (4) June 2024, Budget Amendments and Resolutions and request if there were no questions they be approved at this time.

Motion by Byrge, second by Lester to approve all (4) June 2024, Budget Amendments and Resolutions.

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

C. Reviewing of Bids.

1. Ice Cream

Ice Cream Warehouse - \$17,030.55

Borden Dairy - No bid

Southern Belle Dairy - No bid

Prairie Farms - No bid

Sysco of Knoxville - No bid

Purity Dairies - No bid

Recommendation to award only bid to Ice Cream Warehouse in the amount of \$17,030.55. This is also the recommendation of School Nutrition supervisor, Jamie Gillum

2. Custodial Supplies

Ellison supply - \$38,402.59

Kelsan, Inc. - \$47,533.20

Recommendation to award lowest bid to meet specifications to Ellison supply in the amount of \$38,402.59. This is also the recommendation of Jennifer Fields, Director of Schools.

Motion by Byrge, second by Heatherly to approve items IX - C 1 & 2.

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

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 contract between CCBOE and Scribbles Software Solutions.

Motion by Ridenour, second by Lester to approve contract between CCBOE and Scribbles Software Solutions.

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

B. Consider approving contracts between CBOE and Personal Computer systems Inc., for E-Rate Category 2 purchases.

Motion by Ridenour, second by Byrge to approve contracts between CBOE and Personal Computer systems Inc., for E-Rate Category 2 purchases.  
Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

C. Consider approving Director of Schools Evaluation. A special called meeting will be held on June 11, 2024, 5:30 p.m., in the lower-level courtroom for review and discussion.

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

D. Consider recess of June 11, 2024, regular session meeting to Thursday, June 27, 5:30 p.m.

Motion by Ridenour, second by Lester to approve recess of June 11, 2024, regular session meeting to Thursday, June 27, 5:30 p.m.  
Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

E. Consider waiving attorney-client privilege as to the Constangy Assessment.

Motion by Byrge, second by Ridenour to waiving attorney-client privilege as to the Constangy Assessment.

Director Fields stated as the board knows, we previously reported a possible breach situation to our cyber security carrier. Our carrier then hired the law firm Constangy, and their computer forensic expert, Kroll, to conduct a full investigation. Constangy has now issued its report, but because it was issued under attorney-client privilege, the Board will need to vote to waive privilege so that we can discuss and release the report to the public.

Motion by Byrge, second by Ridenour to waiving attorney-client privilege as to the Constangy Assessment  
Byrge-yes, Creekmore-absent, Fields-yes, Heatherly-yes, James-yes, Lasley-yes, Lester-yes, Miller-yes, Ridenour-yes, Morgan-yes. Motion Passed

Director Fields summarized the report by noting: Constangy found no evidence that any student or employee data was compromised or disclosed in any way, which was great news. Constangy did find evidence that an employee used school system technology for personal benefit, and that employee has since resigned.

XI. Items for Discussion: Nothing at this time.

XII. Discuss Legal Matters: Nothing at this time

XIII. Recognize School Board Members:

Board member Lasley asked when a budget meeting would be available. Board member James stated he canceled the meeting due to information not being available, and one will be called within the next week to discuss request from board members and what numbers are in from the state. Director Fields informed the Finance Department was planning a meeting on June 26<sup>th</sup>, at 5:00 p.m., at the Central Office. Board member James announced a budget meeting for Tuesday, June 18<sup>th</sup> at 5:30 p.m., at the Central Office.

Meeting was recessed until June 27, 2024, 5:30 p.m., at the courthouse.

Steve Morgan  
Chairman of the Board

Jennifer Fields  
Director of Schools

**MINUTES**

The Campbell County Board of Education met in a recess session meeting on Thursday, June 27, 2024, at 5:30 p.m., in the lower-level courtroom of the courthouse in Jacksboro, Tennessee. The following school board members were present: Johnny Byrge, Josh James, Ronnie Lasley, Jeffrey Miller, Sharon Ridenour, and Chairman Steve Morgan. Board members Crystal Creekmore, Lisa Fields, Randy Heatherly, and Brent Lester were absent from the meeting. Director of Schools Jennifer Fields was present, and Gail Parks kept the minutes.

**I. Roll Call.**

**II. Approve Addendum.**

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

**III. Consider approving year end Budget Amendments and Resolutions.**

Mr. Terry presented Budget Amendments & Resolutions 6-27-1, 6-27-2, and 6-27-3 for approval.

Motion by Byrge, second by Miller to approve Budget Amendments & Resolutions 6-27-1, 6-27-2, and 6-27-3.

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

Meeting adjourned.

Steve Morgan  
Chairman of the Board

Jennifer Fields  
Director of Schools



Three horizontal lines for text entry.

\* If so, please list the name/number of individual.

Have you addressed this issue to any school administrator with the Campbell County Board of Education? **no**

Handwritten text: **Dress Code**

Purpose for addressing Board of Education

Name of person to address the Board of Education

Name: **Org. Pressnell**  
Date: **6/7/12/4**

AGENDA PLACEMENT FORM



Balance Sheet  
MAY 31, 2024

141 GENERAL PURPOSE SCHOOL

Fnd-Funct	Account Name	Amount
141-11140	CASH WITH BROKERS	3,3442,288.75
141-11170	CASH EQUIVALENTS	798.50
141-11180	CASH WITH CLERKS, REGISTER, AND SHERIFF	23,440.47
141-11410	ACCOUNTS RECEIVABLE	14,405.56
141-11430	DUE FROM OTHER GOVERNMENTS	904,389.56
141-11400	ESTIMATED REVENUES	53,142,300.85
141-14200	UNLIQUIDATED ENCUMBRANCES (CONTROL)	1,621,482.50
141-14500	EXPENDITURES - CURRENT YEAR (CONTROL)	46,062,426.52
141-14600	EXP CHGD TO RESERVE FOR PRIOR YRS BNC	767,456.55
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	TOTAL ASSETS	116,078,989.26
141-21100	ACCOUNTS PAYABLE	1,897.88-
141-21310	INCOME TAX WITHHELD AND UNPAID	125.00
141-21320	SOCIAL SECURITY TAX	124.00
141-21325	EMPLOYEE MEDICARE DEDUCTION	29.00
141-21341	AMERICAN FAMILY LIFE ASSURANCE	541,21-
141-21342	TRANSAMERICA	3,701.43-
141-21343	WASHINGTON NATIONAL INSURANCE COMPANY	14,784.62-
141-21344	NATIONAL TEACHERS ASSOCIATION	210.91-
141-21346	LEGAL SHIELD	2,906.16-
141-21348	HEALTH INSURANCE	280,627.93-
141-21349	DENTAL INSURANCE	67,295.53-
141-21351	USABLE	76,407.43-
141-21356	HORACE MANN LIFE	128.75-
141-21358	SUMMER HEALTH INSURANCE	16,305.77-
141-21389	COMBINED INSURANCE	4,288.45-
141-21392	HEALTH EMPLOYER	386,123.24-
141-21393	LIFE EMPLOYER	14,473.98-
141-21396	COLONIAL	38,560.56-
141-21397	AMERITAS VISION	11,204.04-
141-21398	AMERITAS VISION SUMMER	452.33-
141-21399	AMERITAS DENTAL SUMMER	2,659.26-
141-21460	OTHER WITHHOLDING TAXES	9.37-
141-28100	APPROPRIATIONS (CONTROL)	56,935,425.01-
141-28500	REVENUES (CONTROL)	47,839,329.28-
141-28510	TRANSFERS FROM OTHER FUNDS (CONTROL)	371,099.28-
141-28620	HEALTH INSURANCE PAYMENTS	28,624.60-
141-29990	OTHER DEFERRED/UNAVAILABLE REVENUE	64,061.19-
-----		
	TOTAL LIABILITIES	106,160,840.21-
141-34110	ENCUMBRANCES - CURRENT YEAR	1,621,482.50-
141-34120	ENCUMBRANCES - PRIOR YEAR	870,031.18-

EQUITIES

Balance Sheet  
MAY 31, 2024

141 GENERAL PURPOSE SCHOOL

Fnd-Funct	Account Name	Amount
141-34555	RESTRICTED FOR EDUCATION	665.92-
141-34565	RESTRICTED FOR SUPPORT SERVICES	17,357.95-
141-34575	RESTRICTED FOR CAPITAL OUTLAY	35,953.57-
141-34575	BUDGET RESTRICTED FOR CAPITAL OUTLAY	130,241.00
141-34685	COMMITTED FOR CAPITAL PROJECTS	67,424.34-
141-34690	COMMITTED FOR OTHER PURPOSES	1,645,666.20-
141-39000	UNASSIGNED	9,252,691.55-
141-39000	BUDGET UNASSIGNED	3,462,883.16
TOTAL EQUITIES		9,918,149.05-
Fund Is In Balance		0.00

\* End of Report: CAMPBELL CO FINANCE \*



Summary Financial Statement  
MAY 31, 2024

Fiscal Year Time Lapse: 91.66

141 GENERAL PURPOSE SCHOOL

Account	Description	Budget Estimate	Actual of Budget Percent	Avg/Mth	Actual of Avg Percent
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40110	CURRENT PROPERTY TAX	3,616,225.00	3,567,031.79-	98.6	301,360.42
40120	TRUSTEE'S COLLECTIONS - PRIOR YEAR	143,097.00	131,102.28-	91.6	11,924.75
40130	CIR CLK/CLK & MASTER COLLECTIONS-PR YR	85,574.00	86,099.25-	100.6	7,131.17
40140	INTEREST AND PENALTY	60,496.00	49,713.62-	82.2	5,041.33
40210	LOCAL OPTION SALES TAX	6,590,892.00	6,041,651.00-	91.7	549,241.00
40275	MIXED DRINK TAX	54,405.00	48,869.34-	89.8	4,533.75
40340	COAL SEVERANCE TAX	250.00	88.99-	35.6	20.83
41110	MARRIAGE LICENSES	1,695.00	1,657.75-	97.8	141.25
41390	OTHER CHARGES FOR SERVICES	6,306.00	0.00	0.0	525.50
44130	SALE OF MATERIALS AND SUPPLIES	0.00	2,022.85-	0.0	0.00
44170	MISCELLANEOUS REVENUES	35,078.00	86,139.46-	245.6	2,923.17
44570	CONTRIBUTIONS & GIFTS	30,380.00	24,713.08-	81.3	2,551.66
46510	TN INVESTMENT IN STUDENT ACHIEVEMENT	39,418,166.00	35,653,269.35-	90.4	3,284,847.17
46515	EARLY CHILDHOOD EDUCATION	66,018.48	35,809.42-	54.2	5,501.54
46590	OTHER STATE EDUCATION FUNDS	1,838,711.42	1,260,760.07-	68.6	153,225.97
46610	CAREER LADDER PROGRAM	100,107.00	44,345.48-	44.3	8,342.25
46980	OTHER STATE GRANTS	135,000.00	90,853.05-	67.3	11,250.00
46981	ARRA - SAFE SCHOOLS GRANT	6,075.00	6,075.00-	100.0	506.25
46990	OTHER STATE REVENUES	466,641.00	412,860.49-	88.5	38,886.75
47143	SPECIAL EDUCATION - GRANTS TO STATES	57,012.00	0.00	0.0	0.00
47590	OTHER FEDERAL THROUGH STATE	257,060.00	240,430.29-	93.5	21,421.67
47640	ROTC REIMBURSEMENT	66,548.00	55,836.72-	83.9	5,545.67
49700	INSURANCE RECOVERY	312,463.95	371,099.28-	118.8	26,038.67
<b>REVENUES</b>					
		52,342,300.85	48,210,428.56-	92.1	4,445,191.77
<b>EXPENDITURES</b>					
71100	REGULAR INSTRUCTION PROGRAM	20,892,421.09-	19,980,294.05	95.6	1,741,025.08-
71150	ALTERNATIVE INSTRUCTION PROGRAM	222,910.00-	205,451.23	92.2	18,575.83-
71200	SPECIAL EDUCATION PROGRAM	2,667,438.00-	2,520,938.49	94.5	222,286.52-
71300	VOCATIONAL EDUCATION PROGRAM	1,891,674.00-	1,729,409.87	91.4	157,639.49-
71400	STUDENT BODY EDUCATION PROGRAM	646,504.00-	372,087.17	57.6	53,875.33-
72110	ATTENDANCE	172,812.00-	158,814.43	91.9	14,400.99-
72120	HEALTH SERVICES	800,614.00-	724,450.28	90.5	66,717.89-
72130	OTHER STUDENT SUPPORT	2,706,219.78-	2,395,669.95	88.5	225,518.34-
72210	REGULAR INSTRUCTION PROGRAM	1,837,190.00-	1,722,486.11	93.8	153,099.18-
72215	ALTERNATIVE INSTRUCTION PROGRAM	91,383.00-	40,500.48	44.3	7,615.25-
72220	SPECIAL EDUCATION PROGRAM	834,191.48-	781,514.66	93.7	69,515.95-
72230	VOCATIONAL EDUCATION PROGRAM	106,855.00-	91,596.91	85.7	8,904.59-
72250	TECHNOLOGY	698,940.00-	570,882.59	81.7	58,244.99-
72310	BOARD OF EDUCATION	1,381,255.00-	1,282,932.12	92.9	115,104.59-
72320	OFFICE OF THE SUPERINTENDENT	314,721.00-	229,940.11	73.1	26,226.75-
72410	OFFICE OF THE PRINCIPAL	3,656,276.00-	3,444,386.46	94.2	304,669.69-
72510	FISCAL SERVICES	120,067.00-	120,067.00	100.0	10,005.58-
72610	OPERATION OF PLANT	4,025,592.11-	3,470,401.94	86.2	335,465.97-
<b>LOCAL REVENUES</b>					
		900,134.48-			20.2

Summary Financial Statement  
MAY 31, 2024

Fiscal Year Time Lapse: 91.66

141 GENERAL PURPOSE SCHOOL

Account	Description	Budget Estimate	Actual Of Budget	Percent	Avg/Mth	Actual Of Avg
-----MAY-----						
72620	MAINTENANCE OF PLANT	915,528.00-	768,906.29	84.0	76,294.00-	133.1
72710	TRANSPORTATION	2,014,461.56-	1,829,309.07	90.8	167,871.81-	21.2
72810	CENTRAL AND OTHER	971,349.00-	864,384.77	89.0	80,945.75-	28.5
73300	COMMUNITY SERVICES	252,614.00-	214,162.62	84.8	21,051.18-	197.2
73400	EARLY CHILDHOOD EDUCATION	1,525,656.29-	1,504,871.30	98.6	127,154.66-	259.6
76100	REGULAR CAPITAL OUTLAY	6,074,463.70-	1,211,642.32	19.9	506,205.33-	23.2
82130	EDUCATION	115,572.00-	105,941.00	91.7	9,631.00-	100.0
82230	EDUCATION	9,048.00-	8,294.00	91.7	754.00-	100.0
82330	EDUCATION	1,959,474.00-	1,334,474.00	68.1	163,289.50-	0.0
99100	TRANSFERS OUT	29,995.00-	0.00	0.0	2,499.58-	0.0
-----						
Total EXPENDITURES		96,939,425.01	47,681,909.02	49.3	4,744,618.82-	190.9
Total GENERAL PURPOSE SCHOOL		3,593,124.16	526,519.54-	14.7	299,427.05-	274.2
-----						
					8,157,029.53	274.2

\* End of Report: CAMPBELL CO FINANCE \*

Balance Sheet  
MAY 31, 2024

142 SCHOOL FEDERAL PROJECTS

End-Funct	Account Name	Amount																																																																																																
142-1140	CASH WITH INJUSTER	1,751,497.90																																																																																																
142-11430	DUE FROM OTHER GOVERNMENTS	2,775,489.98																																																																																																
142-14100	ESTIMATED REVENUES	11,393,734.97																																																																																																
142-14200	UNLIQUIDATED ENCUMBRANCES (CONTROL)	2,408,436.00																																																																																																
142-14500	EXPENDITURES - CURRENT YEAR (CONTROL)	7,026,987.78	<hr/>				TOTAL ASSETS	25,390,046.63	<hr/>				LIABILITIES		142-21100	ACCOUNTS PAYABLE	1,154,46-	142-21330	RETIREMENT CONTRIBUTIONS	0.50	142-21343	WASHINGTON NATIONAL INSURANCE COMPANY	788.96-	142-21346	LEGAL SHIELD	464.51-	142-21348	HEALTH INSURANCE	33,937.17-	142-21349	DENTAL INSURANCE	8,141.59-	142-21351	USABLE	5,193.89-	142-21358	SUMMER HEALTH INSURANCE	8,564.94-	142-21389	COMBINED INSURANCE	624.55-	142-21392	HEALTH EMPLOYER	35,143.53-	142-21393	LIFE EMPLOYER	1,943.10-	142-21396	COLONIAL	7,295.92-	142-21397	AMERITAS VISION	1,103.48-	142-21398	AMERITAS VISION SUMMER	140.91-	142-21399	AMERITAS DENTAL SUMMER	686.82-	142-21460	OTHER WITHHOLDING TAXES	303.99-	142-28100	APPROPRIATIONS (CONTROL)	11,393,734.97-	142-28500	REVENUES (CONTROL)	9,435,423.78-	<hr/>				TOTAL LIABILITIES	20,934,807.70-	<hr/>				EQUITIES		142-34110	ENCUMBRANCES - CURRENT YEAR	2,408,436.00-	142-34655	COMMITTED FOR EDUCATION	46,802.93-	142-34690	COMMITTED FOR OTHER PURPOSES	2,000,000.00-		TOTAL EQUITIES	4,455,238.93-	<hr/>				Fund Is in Balance	0.00
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	TOTAL ASSETS	25,390,046.63																																																																																																
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142-21396	COLONIAL	7,295.92-																																																																																																
142-21397	AMERITAS VISION	1,103.48-																																																																																																
142-21398	AMERITAS VISION SUMMER	140.91-																																																																																																
142-21399	AMERITAS DENTAL SUMMER	686.82-																																																																																																
142-21460	OTHER WITHHOLDING TAXES	303.99-																																																																																																
142-28100	APPROPRIATIONS (CONTROL)	11,393,734.97-																																																																																																
142-28500	REVENUES (CONTROL)	9,435,423.78-	<hr/>				TOTAL LIABILITIES	20,934,807.70-	<hr/>				EQUITIES		142-34110	ENCUMBRANCES - CURRENT YEAR	2,408,436.00-	142-34655	COMMITTED FOR EDUCATION	46,802.93-	142-34690	COMMITTED FOR OTHER PURPOSES	2,000,000.00-		TOTAL EQUITIES	4,455,238.93-	<hr/>				Fund Is in Balance	0.00																																																																		
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	TOTAL LIABILITIES	20,934,807.70-																																																																																																
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142-34110	ENCUMBRANCES - CURRENT YEAR	2,408,436.00-																																																																																																
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	TOTAL EQUITIES	4,455,238.93-																																																																																																
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	Fund Is in Balance	0.00																																																																																																

\* End of Report: CAMPBELL CO FINANCE \*

Fiscal Year Time Lapse: 91.66

Summary Financial Statement  
MAY 31, 2024

142 SCHOOL FEDERAL PROJECTS

Account	Description	Budget Estimate	Actual	Percent Of Budget	Estimate	Avg/Mth	Actual	Percent
-----MAY-----								
47131	VOCATIONAL EDUCATION - BASIC GRANTS	127,028.42	125,916.19	99.1	10,589.70	11,246.40	106.2	106.2
47139	OTHER VOCATIONAL	796,469.00	333,585.32	41.9	66,372.42	40,200.69	60.6	60.6
47141	TITLE I GRANTS TO LOCAL ED. AGENCIES	2,330,944.59	2,010,662.64	86.3	194,245.38	299,104.34	154.0	154.0
47143	SPECIAL EDUCATION - GRANTS TO STATES	1,782,257.73	1,391,635.60	78.1	148,521.47	281,603.27	189.6	189.6
47145	SPECIAL EDUCATION PRESCHOOL GRANTS	78,439.25	69,322.10	88.4	6,536.60	19,778.61	302.6	302.6
47148	RURAL EDUCATION	232,908.26	221,329.70	95.0	19,409.02	1,772.42	9.1	9.1
47150	21ST CENTURY COMMUNITY LEARNING CENTERS	667,579.75	623,993.98	93.5	55,631.64	120,431.47	216.5	216.5
47189	EISENHOWER PROFESSIONAL DEV. STATE GRANT	660,690.45	423,692.01	64.1	55,057.54	98,112.69	178.2	178.2
47307	COVID-19 GRANT B	126,044.71	126,444.71	100.0	10,503.73	0.00	0.0	0.0
47401	AMERICAN RESCUE PLAN ACT GRANT #1	4,401,640.77	3,987,449.55	90.6	366,803.40	334,658.41	91.2	91.2
47402	AMERICAN RESCUE PLAN ACT GRANT #2	2,960.45	2,960.45	100.0	246.70	0.00	0.0	0.0
47403	AMERICAN RESCUE PLAN ACT GRANT #3	408.24	408.24	100.0	34.02	0.00	0.0	0.0
47404	AMERICAN RESCUE PLAN ACT GRANT #4	186,363.35	178,423.29	95.8	15,530.28	3,398.55	21.9	21.9
-----								
REVENUES		11,393,734.97	9,435,423.78	82.8	949,477.90	1,210,306.85	127.5	127.5
-----								
EXPENDITURES		3,270,168.90	2,796,734.57	85.5	272,514.10	396,486.64	145.5	145.5
71100	REGULAR INSTRUCTION PROGRAM	2,796,734.57	2,796,734.57	85.5	272,514.10	396,486.64	145.5	145.5
71200	SPECIAL EDUCATION PROGRAM	1,497,805.03	1,195,009.65	79.8	124,817.07	248,427.45	199.0	199.0
71300	VOCATIONAL EDUCATION PROGRAM	296,036.28	277,577.57	93.8	24,669.68	52,198.74	211.6	211.6
72120	HEALTH SERVICES	64,078.73	60,903.53	95.0	5,339.90	0.00	0.0	0.0
72130	OTHER STUDENT SUPPORT	411,338.39	302,913.01	73.6	34,278.21	57,088.43	166.5	166.5
72210	REGULAR INSTRUCTION PROGRAM	1,173,035.55	896,033.97	76.4	97,752.96	162,775.94	166.5	166.5
72220	SPECIAL EDUCATION PROGRAM	361,088.64	209,469.75	58.0	30,090.72	40,684.44	135.2	135.2
72230	VOCATIONAL EDUCATION PROGRAM	4,316.85	4,314.15	99.9	359.74	47.30	13.1	13.1
72250	TECHNOLOGY	824,658.55	716,943.47	86.9	68,721.56	23,928.51	34.8	34.8
72610	OPERATION OF PLANT	70,906.30	70,906.28	100.0	5,908.86	0.00	0.0	0.0
72710	TRANSPORTATION	325,812.00	294,413.85	90.4	27,151.01	20,367.93	75.0	75.0
73300	COMMUNITY SERVICES	667,579.75	623,993.98	93.5	55,631.65	120,431.47	216.5	216.5
76100	REGULAR CAPITAL OUTLAY	2,426,910.00	1,986,110.00	81.8	202,242.51	87,870.00	43.4	43.4
Total EXPENDITURES		11,393,734.97	9,435,423.78	82.8	949,477.97	1,210,306.85	127.5	127.5
-----								
Total SCHOOL FEDERAL PROJECTS		0.00	0.00	0.0	0.00	0.00	0.0	0.0

\* End of Report: CAMPBELL CO FINANCE \*

Balance Sheet  
MAY 31, 2024

143 CENTRAL CAPITAL

End-Funct	Account Name	Amount
143-11140	CASH WITH PROS/RES	4,356,036.98
143-11150	CASH WITH PAYING AGENTS	19,478.92
143-11410	ACCOUNTS RECEIVABLE	70.00
143-11430	DUE FROM OTHER GOVERNMENTS	368,736.84
143-14100	ESTIMATED REVENUES	4,992,960.71
143-14200	UNLIQUIDATED ENCUMBRANCES (CONTROL)	497,819.92
143-14500	EXPENDITURES - CURRENT YEAR (CONTROL)	3,737,859.29
143-14600	EXP CHGD TO RESERVE FOR PRIOR YRS ENC	3,662.28
TOTAL ASSETS 13,986,624.94		
LIABILITIES		
143-21343	WASHINGTON NATIONAL INSURANCE COMPANY	1,311.78
143-21348	HEALTH INSURANCE	11,102.76
143-21349	DENTAL INSURANCE	887.54
143-21351	USABLE	1,174.64
143-21358	SUMMER HEALTH INSURANCE	18,967.41
143-21369	COMBINED INSURANCE	74.08
143-21392	HEALTH EMPLOYER	32,495.78
143-21393	LIFE EMPLOYER	8,077.99
143-21396	COLONIAL	1,245.46
143-21397	AMERITAS VISION	255.05
143-21398	AMERITAS VISION SUMMER	560.60
143-21399	AMERITAS DENTAL SUMMER	2,040.51
143-28100	APPROPRIATIONS (CONTROL)	5,458,808.46
143-28500	REVENUES (CONTROL)	4,505,281.18
143-28620	HEALTH INSURANCE PAYMENTS	2,138.59
TOTAL LIABILITIES 10,046,158.82		
EQUITIES		
143-34110	ENCUMBRANCES - CURRENT YEAR	497,819.92
143-34120	ENCUMBRANCES - PRIOR YEAR	3,662.28
143-34565	RESTRICTED FOR SUPPORT SERVICES	132,122.75
143-34565	BUDGET RESTRICTED FOR SUPPORT SERVICES	132,122.75
143-34570	RESTRICTED FOR OPERATION OF NON-INST SER	3,704,335.22
143-34570	BUDGET RESTRICTED FOR OPERATION OF NON-I	333,725.00
143-34690	COMMITTED FOR OTHER PURPOSES	68,373.70
TOTAL EQUITIES 3,940,466.12		
Fund Is In Balance 0.00		

\* End of Report: CAMPBELL CO FINANCE \*

Summary Financial Statement  
 MAY 31, 2024

Fiscal Year Time Lapse: 91.66

143 CENTRAL CAFETERIA

Account	Description	Budget	Actual	Bal/mtb	Actual	Percent	Actual	Percent
-----Year-To-Date-----								
-----MAY-----								
43522	LUNCH PAYMENTS - ADULTS	49,040.00	46,910.21	4,086.66	3,374.30	82.6	15,529.70	130.3
43525	A LA CARTE SALES	143,041.00	151,326.21	11,920.08	15,529.70	108.5	15,529.70	108.5
44110	INVESTMENT INCOME	200.00	7.08	16.67	1.08	6.5	1.08	6.5
46520	SCHOOL FOOD SERVICE	44,366.00	34,337.01	3,697.17	0.00	0.0	0.00	0.0
47111	USDA SCHOOL LUNCH PROGRAM	3,016,764.00	2,922,748.20	251,397.00	252,404.40	100.4	252,404.40	100.4
47112	USDA - COMMODITIES	310,620.00	0.00	25,885.00	0.00	0.0	0.00	0.0
47113	BREAKFAST	1,078,849.00	1,022,450.52	89,904.09	88,293.66	98.2	88,293.66	98.2
47114	USDA - OTHER	320,085.71	327,501.95	26,673.83	28,038.78	105.1	28,038.78	105.1
49800	TRANSFERS IN	29,995.00	0.00	2,499.58	0.00	0.0	0.00	0.0
REVENUES								
-----								
Total REVENUES		4,992,960.71	4,909,781.18	416,080.08	387,641.92	93.2	387,641.92	93.2
EXPENDITURES								
-----								
73100	FOOD SERVICE	5,458,808.46	4,235,679.21	454,900.70	518,608.02	114.0	518,608.02	114.0
Total EXPENDITURES								
-----								
Total CENTRAL CAFETERIA		465,847.75	269,601.97	38,820.62	130,966.10	337.4	130,966.10	337.4

\* End of Report: CAMPBELL CO FINANCE \*

RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal  Informal

Date Bids Requested 5-30-24

Opened 6-24-24

Requested By Stan Marlow

Department Maintenance

Item (s) Requested:

JHS - Welding Classroom Renovation

P.O. Number (FMS Use):

Account/Object Code Number: 142-76100-706-950-0009

Vendors Solicited

Bid Price

GCE Construction

\$ 494,500

Skilled Services, LLC

\$ 406,700

Recommendation for Contract Award: Skilled Services, LLC

Basis of Recommendation for Contract Award: Lowest and best bid to meet

specifications. This is also the recommendation of Howard

Waltz with MBI and Jennifer Fields, Director of Schools. (See attached)

Submitted by:

Jim Bourke

Approved By:

June 27, 2024

Mrs Jennifer Fields, Director of Schools  
Campbell County Schools  
172 Valley Street  
Jacksboro, TN 37757

Re: Campbell County Schools Vocational Classroom Renovation - Jellico High School  
MBI Comm. No.: 210792

Dear Ms. Fields:

We received bids for the above referenced project on Wednesday, June 26, 2024 at 2PM. Two bids were received from licensed contractors, please see signed bid tabulation.

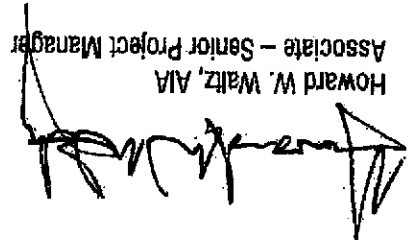
The lowest responsive bid was by Skilled Services, LLC, with a base bid of \$406,700.00.

There were no bid alternates or unit prices required.

We have discussed the project scope with Rob Smith at Skilled Services LLC, and they are confident with their bid. Their bid amount was under the Architects Estimate of Probable Costs:

It is our recommendation that a purchase order and/or contract be executed with Skilled Services, LLC, for the amount of \$406,700.00.

Sincerely,  
MBI Companies



Howard W. Walz, AIA  
Associate - Senior Project Manager

Chattanooga  
University Tower  
651 E. Fourth Street, Suite 500  
Chattanooga, TN 37403  
(423) 756-5046

Knoxville  
299 N. Weisgarber Road  
Knoxville, TN 37919  
(615) 584-0999  
[www.mbiengineering.com](http://www.mbiengineering.com)

Florida  
100 Colonial Center Parkway, Suite 230  
Lake Mary, FL 32746  
(407) 885-0830  
Architectural Associates  
Interiors | Interiors



# MBI

Project Name:  
Campbell County  
Vocational Classroom  
Renovation

MBI Comm. No. 210782  
Date: 05-25-24

Contractor	Addendum Received		Base Bid	Bid Bond	Alternates	Unit Prices	# Days
GCE Construction	N/A		\$494,500.00	✓	N/A	N/A	140
Skilled Services, LLC	N/A		\$494,700.00	✓	N/A	N/A	180

I certify that the above tabulation is a true and accurate representation of prices listed on bid

*[Signature]* MBI Companies

Signature

Lisa Boubie

John Parker

CRYSTAL GREENMORE  
112 Old Standard Hollow Road  
Newcombs, TN 37819

BRENT LESTER,  
160 Village Lane  
Lafayette, TN 37768

LISA FIELDS  
1049 Diamond Way  
Lafayette, TN 37768

JEFFREY HULLER  
208 Shade Springs Road  
Lafayette, TN 37768

JOSH JAMES  
113 Everglades Park  
Lafayette, TN 37768

CAMPBELL COUNTY

Board of Education

172 Valley Street

Jacksboro, Tennessee 37757

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

Jennifer Fields

Director of Schools

JOHNNY BYRGE  
1005 Rose Hill Drive  
Lafayette, TN 37768

FAYE HEATHMERY  
148 Colonial Heights  
Lafayette, TN 37768

RONNIE LABLEY  
1102 Bruce Gap Road  
Corryville, TN 37714

SHARON RENOQUIR  
385 Middleboro Road  
Lafayette, TN 37768

STEVE MORGAN  
118 Whites Creek Road  
Newcombs, TN 37819

June 27, 2024

Campbell County Department of Finance  
P.O. Box 845  
555 Main Street  
Jacksboro, TN 37757

RE: Skilled Services, LLC

Lisa:

After review of the bids received at the bid opening for the CTE Classroom Renovation at Jellico High School held on June 26, 2024, I recommend that the contract be awarded to Skilled Services, LLC, since they were the lowest bid of \$406,700 and the recommendation of Howard Walz, MBI.

Sincerely,

Jennifer Fields

Director of Schools



# CAMPBELL COUNTY SCHOOL BUS OPERATOR CONTRACT

STATE OF TENNESSEE

CAMPBELL COUNTY

Fiscal Year 2024-2025

This contract entered into this the \_\_\_\_\_ day \_\_\_\_\_ of, 2024, between the Campbell County Board of Education and Bus Owner/Operator, \_\_\_\_\_ Social Security/EIN# \_\_\_\_\_ who agrees to provide bus service over Route Number \_\_\_\_\_ described in Campbell County Bus Routes for the 2024-2025 school year. The term of the 2024-2025 school year is planned to include 180 days of bus service with such 180 days to serve as the baseline for calculation of the daily rate associated with the annual contract amount denoted in Section 3 below with such calculated daily rate to become the value to be assigned to any missed days for pay reduction purposes. Although the contract period is contemplated to include the full 180-day school term the Bus Owner/Operator will suffer no reduction in pay for those days when school is officially closed/cancelled by order of the Director/Superintendent of Schools.

It is mutually understood and agreed by the parties hereto that:

1. The Bus Owner/Operator will provide a school bus meeting minimum state and local board standards both as currently in effect and as may be amended in the future. (See the attached Transportation Handbook.)
2. Bus Owners/Operators, Drivers and Sub-Drivers will be required to attend in-service training as scheduled by Transportation Coordinator during the 2024-2025 school year. Failure to attend scheduled in-service training shall result in a pay reduction penalty equivalent to a missed day of service for each in-service training day failed to attend.
3. It is expressly agreed that at times the school system may face extraordinary events, such as a public health crisis, natural disasters, or any other emergency which may cause alterations to the normal district operations, all 33 buses shall be used for alternate purposes as the Director of Schools deems necessary.

4. The Board of Education shall pay an annual contract amount of \$ \_\_\_\_\_ comprised of a daily mileage rate of \$1.88 per mile, a daily seat capacity rate of \$23.50 per seat, and a fixed dollar contract supplement amount. The initial round trip daily mileage component of this bus route is contemplated to amount to \_\_\_\_\_ miles per day and the initial seat capacity component of this bus route is contemplated to amount to \_\_\_\_\_ seats per day. The Board of Education reserves the right to review the composition of this bus route at any time during the term of this contract and to make any adjustments to the number of miles and/or the seat capacity comprising this bus route. Any such adjustments to the number of miles and/or the seat capacity implemented by the Board of Education shall result in an adjusted annual contract amount as of the date such changes are implemented by the Board of Education. The Bus Owners/Operators expressly acknowledge and agree that the Board of Education has the authority to review and adjust the mileage component and seat capacity component of this bus route at any time during the term of this contract with the knowledge that any changes implemented by the Board of Education as to the number of miles to be driven or the seat capacity needed shall result in an adjusted annual contract amount as of the date such changes are implemented by the Board of Education. The annual contract amount, subject to and the management of any bus drivers used to provide such service. The annual contract amount, subject to including but not limited to, operation and maintenance of the bus or buses to be used to provide such service, equal payments to the Operator, for providing student transportation services for the 2024-2025 school year, mileage or seat capacity components of the contract during the term of this contract, will be allocated over 23 components of the contract during the term of this contract, will be divided by 180 days to establish the daily rate for any reduction in pay for missed or penalized days. Specifically, it is the intent of the Board of Education for busing services to be provided at the beginning of the school day and at the end of the school day, and should a Bus Owner/Operator only perform one (1) of these two (2) daily busing services, the Bus

Owner/Operator will be penalized one-half of the established daily rate for failure to perform both daily transportation services. Bus Owner/Operators are allocated up to three (3) non-service days per year, which can be further divided into half-days, to cover a failure to provide bus service without a pay reduction by utilizing the three (3) non-service days. The Board of Education during the term of this contract may at its discretion pay an adjustment for fuel, depending on price per gallon of fuel.

5. It is the express purpose and intent of the Board of Education that a video camera system be operated on a continuous basis while transportation services are being performed. Accordingly at the beginning of the 2024-2025 school year, the Board of Education shall inspect and test the video cameras utilized on each bus and shall make any necessary repairs and/or replacement of the video cameras determined to be inoperable. If not operational, the Bus Owner/Operator shall immediately contact the Board of Education and advise the Transportation Supervisor as to the inoperable condition of the video camera system. At any time during the term of this contract the Board of Education's designee may also make an inspection of the video camera system, without notice, and if such video camera system is found to be inoperable, the Bus Owner/Operator may be penalized by a pay reduction equivalent to a missed day of service for failure to report the inoperable condition of the video camera system. During the term of this contract inoperable cameras will be repaired and/or replaced by the Board of Education in as timely a manner as possible.

6. Tennessee Code Annotated section 29-27-107(h)(2) requires the contract or agreement between the Board and the Operator to provide sufficient limits for tort responsibility exposures related to performing or providing school-related transportation services to the Board by the Owners and Operators. For purposes of this agreement, parties agree that the coverage provided by the Tennessee Risk Management Trust (TNRMT) satisfies all requirements for sufficient limits for tort liability exposures. In addition, the parties acknowledge that any certificate of coverage issued by TNRMT evidencing the coverage provided by TNRMT satisfies the requirement of 'certificate of insurance' from the owners and operators that has the local Board of Education listed as an additional insured.

7. According to the Tennessee Code Annotated Section 49-6-210(d), Boards of Education shall have the power to purchase school transportation equipment, employ school transportation personnel contract for transportation services with persons owning equipment and paying for the same out of funds duly authorized in the budget approved by the county legislative body. Therefore, the Campbell County Board of Education and the Bus Owners/Operators agree that the Campbell County Board of Education is the only party with the authority to negotiate contracts with Bus Owners/Operators.

8. Bus routes are not owned by the Bus Owners/Operators. If during the term of this contract the Bus Owner/Operator desires to cease to perform the bus route contemplated by this contract, the Bus Owner/Operator has no authority to transfer this bus route to any other person, business, or corporation. This contract can only be transferred to another person, business, or corporation upon the written consent and approval of the Transportation Supervisor and Director of Schools. This bus contract can be terminated immediately at the sole discretion of the Board of Education without further notice if the Board of Education or their designee determines the bus equipment being operated is unsafe and/or if the Board of Education or their designee determines the bus driver is operating the bus in an unprofessional or unsafe manner.

9. Bus Owners/Operators are considered to be independent contractors within the meaning of Tennessee law, and the Bus Owner/Operator and/or the Driver are not the agent, servant, employee, or representative of either the Campbell County Board of Education or of Campbell County, Tennessee, as governmental entities in any capacity whatsoever, and the Bus Owner/Operator and/or the Driver for himself and for his heirs, executors, administrators, and assignees, hereby agrees to hold both the Campbell County Board of Education and Campbell County, Tennessee, completely harmless of any and all liability, of whatsoever type or nature, arising out of the performance of any and all activities by Bus Owner/Operator/Driver pursuant hereto, without limitations.

10. If the Bus Owner/Operator/Driver fails to carry out any of the terms, stipulations, or conditions of this agreement, the contract in its entirety may be cancelled immediately without further notice at the sole discretion of the Campbell County Board of Education.

Bus Owner/Operator \_\_\_\_\_

Director of Schools \_\_\_\_\_

Transportation Supervisor \_\_\_\_\_

Board of Education Chair \_\_\_\_\_

Pursuant to County Financial Management Act of 1981 as codified in Tennessee Code Annotated Section 5-21-101, et seq, and specifically 5-21-118(b)(1) and 119(b)(5), the Finance Director authority to sign and bind the award of county contracts. The Finance Director's signature line acknowledges the Finance Director's authority as set out in the County Financial Management Act of 1981 in state law. The Finance Director's signature does not authorize the Finance Director to negotiate contracts with the Campbell County Bus Owners in any way extend his authority beyond that set out in the County Financial Management Act or state law.

Director of Finance \_\_\_\_\_

Date \_\_\_\_\_

# CAMPBELL COUNTY BOARD OF EDUCATION

## ANNUAL AGENDA

2024-2025

- |                 |  |
|-----------------|--|
| <b>JULY</b>     | <ol style="list-style-type: none"><li>1. Adopt Annual Agenda</li><li>2. Budget approved (by July 1)</li><li>3. TSBA Summer Law Institute</li><li>4. TSBA Policies</li></ol>  |
| <b>August</b>   | <ol style="list-style-type: none"><li>1. Report on school opening plans</li><li>2. Approve volunteer coaching list</li><li>3. Approve curriculum item/new courses</li><li>4. Review data on ACT and SAT scores and adopt a plan for release of analysis</li><li>5. Review and discussion of College Feedback Report</li><li>1. Swearing in of new Board of Education members</li><li>2. Elect Chair and Vice Chair</li><li>3. Policy review: School Board Operations 1.000-1.806</li><li>4. TSBA Fall District Meeting</li><li>5. Appoint committees</li><li>6. Review graduation requirements</li></ol> |
| <b>OCTOBER</b>  | <ol style="list-style-type: none"><li>1. Approve Textbook Adoption Committee</li><li>2. Review Financial Audit</li><li>3. Review Support Services Policies 3.100-3.602</li><li>4. Student enrollment figures for current year</li><li>5. Director of Schools needs and priorities of the district for upcoming year</li></ol>  |
| <b>NOVEMBER</b> | <ol style="list-style-type: none"><li>1. Review Instructional Program Policies 4.100-4.805</li><li>2. TSBA Annual Conference</li><li>3. Director of Schools presents Annual Report Card</li><li>4. Review and Discuss Advanced Placement Scores</li></ol>  |

Month	Agenda Item
<b>DECEMBER</b>	<ol style="list-style-type: none"> <li>1. Consideration of Director of Schools' Performance Contract</li> <li>2. Director of Schools contract consideration</li> <li>1. Board Evaluation</li> </ol>
<b>JANUARY</b>	<ol style="list-style-type: none"> <li>2. Self-Assessment Board Evaluation</li> <li>3. Review Fiscal Management Policies 2.100-2.900</li> <li>1. Policy Review: Personnel</li> </ol>
<b>FEBRUARY</b>	<ol style="list-style-type: none"> <li>2. Review Personnel Policies 5.100-5.310</li> <li>3. TSBA Legislative Advocacy</li> <li>4. Approve Director's evaluation instrument</li> <li>1. Approve School Nutrition Summer Feeding</li> </ol>
<b>MARCH</b>	<ol style="list-style-type: none"> <li>2. Review TSBA Risk Management Trust Inter-Governmental Agreement</li> <li>1. Approve School Year Calendar</li> <li>2. Board action on tenure for eligible teachers</li> <li>3. Approval of textbook adoption</li> <li>4. Budget work session</li> <li>5. Review of IDEA and Early Childhood Program</li> <li>6. Review Student Policy 6.100-6.319</li> <li>1. Review and discuss Title I Program</li> </ol>
<b>APRIL</b>	<ol style="list-style-type: none"> <li>2. Administrative notice to staff regarding assignments within the district (May 15)</li> <li>3. Review Student Policies 6.400-6.710</li> <li>4. Advertise bids for services</li> <li>5. Director's Evaluation and contract approval</li> <li>1. Working of draft budget based on prioritized expenditures and projected revenues</li> <li>2. Update of Five-year Strategic Plan</li> <li>3. Review of Salary Schedules</li> <li>4. Approve School Budget</li> <li>5. Review and approve bus owner contract for the new school year</li> <li>6. Review Maintenance and Workers Comp Claims</li> </ol>
<b>MAY</b>	
<b>JUNE</b>	

# FY25 Consolidated Application Approval for IDEA/ESEA School Year 2024-2025

LEA #070 \_\_\_\_\_  
LEA Name (Legal Name of Agency):  
Campbell County Board of  
Education

LEA Legal Mailing Address \_\_\_\_\_

172 Valley Street \_\_\_\_\_

Street Address \_\_\_\_\_

Jacksboro \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

**Consolidated Project begins July 1, \_\_\_\_\_ and ends June 30, \_\_\_\_\_.**

The facts, figures, and representations made in this application, including exhibits, attachments, and assurances herein, are true and correct to the best of my knowledge.

The Board of Education has reviewed and approved this project year application for filing.

This action is recorded in the official minutes of the Agency's Board meeting held on the date entered below:

Board Meeting Date  
July 9, 2024

Director of Schools (Signature)	Board of Education Official (Signature)
Director of Schools (Print Name)	Board of Education Official (Print Name)
Date Signed	Date Signed



**SERVICES AGREEMENT**

This Services Agreement (the "Agreement") is made on this 1st day of July, 2024, by and between Campbell County Schools (hereinafter known as "School District") with its principal office 172 Valley Street, Jacksboro, Tennessee 37757, and Ridgeway Behavioral Health Services (hereinafter known as "Contractor") with its principal office at 240 W. Tyrone Rd. Oak Ridge, TN 37830.

**WITNESSETH**

WHEREAS, Approximately 25% of youth ages 5-18 have experienced a mental health disorder during the past year and more than 30% of children and adolescents are expected to experience at least one mental health condition during the course of their lifetime.

WHEREAS, At times, mental health services are not provided to children who need them.

WHEREAS, Adolescents are particularly dependent on adults for recognition of mental health problems, provision of appropriate support and referrals to help.

WHEREAS, As more people and particularly youth experience mental distress, there is a need for increased mental health literacy and basic mental health training programs for the public and those working with youth.

WHEREAS, Developing the appropriate social support system has been shown to reduce the risk of developing mental, emotional, and behavioral disorders.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, SCHOOL DISTRICT and Contractor hereby agree as follows:

1. The term of this Agreement shall be from July 1st 2024 through June 30th, 2025.

**2. General Compliance with Laws.**

(a) If required, the company shall certify that it is qualified and duly licensed to do business in the State of Tennessee and that it will take such action as, from time to time, may be necessary to remain so qualified and it shall obtain, at its expense, all licenses, permits, insurance, and governmental approvals, if any, necessary to the performance of its obligations under this Contract.

In the event no funds are appropriated by Campbell County for the goods or services in any fiscal year or insufficient funds exist to purchase the goods or services, then the Contract shall expire upon the expenditure of previously appropriated funds or the end of the current fiscal year, whichever occurs first, with no further obligations owed to or by either party.

**5. Appropriation**

(b) Contractor shall invoice SCHOOL DISTRICT for the Fees under this agreement, after the services on a bi-annually bases in December and May, and SCHOOL DISTRICT shall be responsible for paying all Fees within thirty (30) days of receipt of Contractors' invoice therefor.

**4. Compensation**

(a) In consideration for the services provided by Contractor, the SCHOOL DISTRICT agrees to pay the Contractor \$5,000 per full-time behavioral health therapist for mental health services provided to Eligible SCHOOL DISTRICT students during the school year.

3. SCHOOL DISTRICT and Contractor agree as part of this partnership to not directly or indirectly solicit or entice away from the employment of Ridgeway (whether as employee, consultant or otherwise) any current employee who, as a result of this partnership had contact with the other entity, during the term of this partnership, without the prior written consent of the other entity.

(b) The company is assumed to be familiar with and agrees that at all times it will observe and comply with all federal, state, and local laws, ordinances, and regulation in any manner affecting the conduct of the work. The preceding shall include, but is not limited, to compliance with all Equal Employment Opportunities laws, the Fair Labor Standards Act, Occupational Safety and Health Administration (OSHA) requirements, the Americans with Disabilities Act (ADA).  
(c) This contract will be interpreted in accordance with the laws of the State of Tennessee. By execution of this contract the company agrees that all actions, whether sounding in contract or in tort, relating to the validity, construction, interpretation, and enforcement of this contract will be instituted and litigated in the courts of the State of Tennessee, located in Campbell County, Tennessee and in no other. In accordance herewith, the parties to this contract submit to the jurisdiction of the courts of the State of Tennessee located in Campbell County, Tennessee.

**6. FERPA Compliance**  
SCHOOL DISTRICT and Contractor shall comply with the Family Education Rights and Privacy Act of 1974 (20 U.S.C. § 1232g) (FERPA) and its accompanying regulations (24 C.F.R. 99). Contractor warrants that it is familiar with requirements of FERPA and its accompanying regulations and that it will comply with all applicable FERPA requirements in the performance of its duties in this contract. Contractor agrees to cooperate with SCHOOL DISTRICT as required by FERPA and its regulations in the performance of its duties in this contract. Contractor agrees to maintain the confidentiality of all education records and student information and use such records and information for the exclusive purpose of performing its duties in this contract.

**7. School District Responsibilities**  
(a) SCHOOL DISTRICT agrees to provide a confidential space for therapeutic intervention at each school as well as access to student level data through a staff member at each school.

**8. Background Checks**  
Contractor shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section §49-5-413, which requires all contractors to facilitate a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present.

**9. Professional Liability Insurance**  
Contractor will provide proof of insurance with coverage and limits satisfactory to school district's Business Office. Contractor herein agrees to hold SCHOOL DISTRICT harmless on account of any and all claims by third parties for damages due to personal injuries or property damage, except when such injuries or damage arise in the acts of negligence of SCHOOL DISTRICT Providers or Contract Providers. Any obligation of Contract to indemnify and hold School District harmless is limited to the terms of Contractor's liability insurance.

**10. Acknowledgments**  
(a) Contractor and SCHOOL DISTRICT acknowledge and agree that Contractor will act as an independent contractor in the performance of the Services, and that this Agreement shall not be deemed to create an agency, employment, partnership or joint venture relationship between SCHOOL DISTRICT and Contractor, in that regard, while CONTRACTOR is subject to general terms and conditions in connection with the performance of the Services, CONTRACTOR

and SCHOOL DISTRICT acknowledge the Contractor shall, at all times, exercise independent discretion and control over the performance of the Services.

(b) Contractor and SCHOOL DISTRICT acknowledge and agree that they have had a sufficient opportunity to review the terms of the Agreement.

(c) Contractor and SCHOOL DISTRICT acknowledge and agree that in executing this Agreement it is not relying upon any other representation or statement made by either party or by any of either party's owners, partners, officers' employees, or agents with regard to the subject matter hereof. Both parties have carefully read and fully understand all of the provisions of this Agreement and are voluntarily entering in this Agreement.

### **11. Force Majeure**

Neither party shall be liable for any failure or delay in the performance of its obligations under this Agreement, due in whole or in part to any cause beyond its sole control, including without limitation fire, accident, labor dispute or unrest, riot, war, terrorism, rebellion, insurrection, sabotage, transportation delays, shortage of raw materials, energy or machinery, acts of God or the civil or military authorities of the state or nature, or the inability, due to the aforementioned causes, to obtain necessary labor or facilities.

### **12. Tax Liabilities**

Campbell County is not liable for federal excise or State sales tax. Tax exemption certificates will be provided upon request.

### **13. Severability**

Should any provision of this Agreement be declared or determined by any court to be illegal or invalid, the validity of the remaining parts, terms, or provisions shall not be affected thereby and said illegal or invalid part, term, or provisions shall be deemed not to be a part of this Agreement.

### **14. Entire Agreement**

This Agreement sets forth the entire agreement between the parties hereto, and fully supersedes any and all prior agreements or understandings between them pertaining to the subject matter hereof. It is agreed that this Agreement may be modified only by written agreement, executed by both parties.

**15. Assignment**  
Contract shall not assign or sub-contract this agreement, its obligations, or rights hereunder to any party, company, partnership, incorporation, or person without the prior written specific consent of Campbell County.

**16. Headings**  
The headings inserted in this Agreement are for convenience only and are not intended to, and shall not be construed to, limit, enlarge, or affect the scope or intent of this Agreement or the meaning of any provision hereof.

**17. Counterparts**  
This Agreement may be executed in two counterparts, both of which shall constitute an original.  
IN WITNESS WHEREOF, the parties hereto have executed this Agreement through their duly authorized representatives below.

RIDGEVIEW BEHAVIORAL HEALTH SERVICES

SCHOOL DISTRICT

\_\_\_\_\_  
President/CEO

\_\_\_\_\_  
Director of Schools



## MEMORANDUM OF AGREEMENT

A. Ridgeview Behavioral Health Services and Caryville Elementary School herewith agree to cooperation in the conduct of Project B.A.S.I.C. at Caryville Elementary School during the 2024 -2025, 2025 - 2026, 2026 -2027 school year(s).

B. By this agreement, both parties understand and affirm that:

1. Project B.A.S.I.C. (Better Attitudes and Skills in Children) is a school-based mental health early intervention and prevention program based on the Pyramid Model framework which seeks to encourage the healthy psychological and social development of elementary school-aged children, with a special focus on children in Kindergarten through 3<sup>rd</sup> grade. Program activities provided by a Child Development Specialist (CDS) include: mental health education, early identification of mental health concerns, referrals to community service providers, teacher consultation/coaching in Pyramid Model practices, and a school climate enhancement project. All Project B.A.S.I.C. services are provided at no charge to service recipients.
2. Project B.A.S.I.C. is a program of Ridgeview Behavioral Health Services, which assumes responsibility of services and the actions of agency staff assigned to the program.
3. Project B.A.S.I.C. shall conduct twelve mental health curriculum presentations in each classroom served that promote social-emotional literacy and skills. This service will be provided by the CDS in compliance with accepted educational practice and with regard to the instructional needs of Caryville Elementary. These presentations are ideally held in the classroom setting with the teacher present. The CDS is not a teacher and should not be expected to hold a regular spot within the specials' rotation. If put in specials' rotation, Caryville Elementary is responsible for arranging coverage when CDS is absent or cancels the class.
4. Project B.A.S.I.C. shall provide support and other educational opportunities to individuals and/or small groups of students at Caryville Elementary in order to assist in developing effective coping skills, to assess for potential Serious Emotional Disturbances (SED), and/or to improve social-emotional skills. The CDS will only provide individual support to a student when the CDS has received a referral for the student and has obtained parent permission. The only exception to this is in the event of a one-time crisis contact. These services shall be provided on the premises of the school.
5. Project B.A.S.I.C. shall provide individual or group consultation on Pyramid Model practices to the teachers and staff of Caryville Elementary in order to increase their ability to more effectively support students who have or at risk of developing an SED. Consultation can be child-focused, providing strategies to assist teachers in supporting individual children with problematic behaviors, or classroom-focused, building teachers' capacity to manage challenging behaviors within the classroom. The CDS is meant to provide support to teachers and school staff through these consultations in order to increase their skills. Consultation sessions are not meant to evaluate teaching ability.
6. Project B.A.S.I.C. shall provide assessment and referral services for students at Caryville Elementary who are referred to the program and are at-risk of developing a Serious Emotional Disturbance (SED). This service shall be provided on the premise of the school.
7. Protection of the privacy of the individual is an obligation in the conduct of Project B.A.S.I.C. Therefore, transactions between the CDS and individual students, parents, and school staff shall be confidential, except where protection of a child's welfare or orderly operation of the school are at risk, of where statute requires suspension of confidence or where precedence of law or professional ethics permits suspension of confidence.

1. Ridgeview will provide a qualified person as a Child Development Specialist (CDS) to conduct all Project B.A.S.I.C. services at Caryville Elementary.
2. Ridgeview will make the CDS available on the premises of Caryville Elementary at least four days per week except in the case of school holidays, meetings or trainings related to Project B.A.S.I.C., or short-term illness of the CDS.
3. Ridgeview will provide adequate liability insurance coverage for the activities of the CDS.

D. Ridgeview Behavioral Health Services agrees that:

1. At the beginning of the school year, the Principal will schedule a time for the CDS to conduct a briefing about Project B.A.S.I.C. for all staff of Caryville Elementary. The briefing will include an introduction of the employee assigned to the project, an overview of the Project B.A.S.I.C. program, roles and responsibilities of the CDS, program expectations, and an explanation of services to be provided to both students and teachers.
2. Project BASIC staff will supply their own materials, but would appreciate the use of school equipment.
3. At the beginning of the school year, the Principal will schedule a time for the CDS to conduct a briefing about Project B.A.S.I.C. for all staff of Caryville Elementary. The briefing will include an introduction of the employee assigned to the project, an overview of the Project B.A.S.I.C. program, roles and responsibilities of the CDS, program expectations, and an explanation of services to be provided to both students and teachers.
4. An appropriate location at Caryville Elementary, including a confidential work space and furnishings, if possible, will be provided for use by the CDS in provision of program services including individual meetings with students, consultations with teachers/school staff, and other program responsibilities.
5. Project B.A.S.I.C. staff will have access to school telephones in a confidential location, to place and receive calls.
6. Project BASIC staff will supply their own materials, but would appreciate the use of school equipment.
7. At the beginning of the school year, the Principal will schedule a time for the CDS to conduct a briefing about Project B.A.S.I.C. for all staff of Caryville Elementary. The briefing will include an introduction of the employee assigned to the project, an overview of the Project B.A.S.I.C. program, roles and responsibilities of the CDS, program expectations, and an explanation of services to be provided to both students and teachers.
8. An appropriate location at Caryville Elementary, including a confidential work space and furnishings, if possible, will be provided for use by the CDS in provision of program services including individual meetings with students, consultations with teachers/school staff, and other program responsibilities.
9. Project B.A.S.I.C. staff will have access to school telephones in a confidential location, to place and receive calls.
10. At the beginning of the school year, the Principal will schedule a time for the CDS to conduct a briefing about Project B.A.S.I.C. for all staff of Caryville Elementary. The briefing will include an introduction of the employee assigned to the project, an overview of the Project B.A.S.I.C. program, roles and responsibilities of the CDS, program expectations, and an explanation of services to be provided to both students and teachers.

C. Toward accomplishment of this contract, Caryville Elementary agrees that:

1. The CDS assigned to Project B.A.S.I.C. will have access to the building and campus of Caryville Elementary, subject to the same usual regulations for school staff.
2. Teachers of Caryville Elementary will coordinate scheduling of classroom activities with Project B.A.S.I.C. staff.
3. All staff of Caryville Elementary may refer students for services directly to Project B.A.S.I.C. staff.
4. The initial meeting between the CDS and a student of Caryville Elementary requires parental permission, except in the case of an emergency or crisis. If additional meetings between the CDS and student are requested by school staff or the student after a crisis, the student must be referred to the CDS, and the CDS must obtain parent permission before additional meetings can occur.
5. Students may be released from class to receive services from Project B.A.S.I.C. staff at the teacher's discretion.
6. The principal of Caryville Elementary may provide Project B.A.S.I.C. staff with information about student grades, disciplinary actions/FBAs, and attendance after the CDS has obtained parent permission for services, if such information is necessary to assessment of the student's need for services by Project B.A.S.I.C. The confidentiality of the information is protected.
7. An appropriate location at Caryville Elementary, including a confidential work space and furnishings, if possible, will be provided for use by the CDS in provision of program services including individual meetings with students, consultations with teachers/school staff, and other program responsibilities.
8. Project B.A.S.I.C. is intended to enhance and support the school service of Caryville Elementary and will not replace existing or future guidance and counseling, special education, student health, or institutional programs.
9. Operation of Project B.A.S.I.C. is funded by a grant through the TN Dept. of Mental Health and Substance Abuse Services and through contract with Ridgeview Behavioral Health Services and is, therefore, subject to the regulations of this contract and limited by the availability of the contract funds.

4. The CDS shall be responsible to the principal of Caryville Elementary for his/her conduct while on campus. Any concerns that arise should be reported by the principal to the CDS' direct clinical supervisor at Ridgeview and to the appropriate Regional B.A.S.I.C. Coordinator, Melanie O'Dowd at odowdm1@rtdgview.com.

5. The CDS will coordinate delivery of services with the school staff to minimize disruption of usual school procedures and activities.

6. The CDS will obtain parental permission as necessary to the delivery of services to students.

7. The agency will provide the CDS with adequate supplies for the conduct of all Project B.A.S.I.C. services.

8. There exists the possibility of confusion of Project B.A.S.I.C. services with school services because of its location on campus. Therefore, all communications by Ridgeview, the CDS, and other agency staff shall clearly represent Project B.A.S.I.C. as a program of Ridgeview Behavioral Health Services.

9. All news releases about operations of Project B.A.S.I.C. at Caryville Elementary will be submitted to the Principal for review of accuracy prior to publication.

10. The Director of C&Y Services of Ridgeview Behavioral Health Services, to coordinate operations of Project B.A.S.I.C., and the Regional Coordinator for Project B.A.S.I.C. shall monitor the program at Caryville Elementary to assure effective, professional operations and shall be available to Caryville Elementary to resolve any related conflicts.

E. This agreement shall be in effect upon signature of the responsible agents of Ridgeview Behavioral Health Services and Caryville Elementary or until cancellation. Either party may cancel the agreement after transmission of a written declaration of intent to the other at least 30 days prior to the effective date of cancellation.

CEO of Ridgeview Behavioral Health Services Signature *[Signature]*  
 Date *7/1/21*

Director of Schools Signature \_\_\_\_\_  
 Date \_\_\_\_\_

Principal Signature \_\_\_\_\_  
 Date \_\_\_\_\_