

Regular Meeting of the Trousdale County Board of Education

Wednesday, May 14, 2025

Trousdale County Board of Education

103 Lock Six Road

Hartsville, TN 37074

Attendance Taken at 6:00 PM.

Robert Atwood: Present - 6:20 PM

Deanna Bode: Present

John Kerr: Present

Racheal Petty: Present

Chris Woodard: Present

1. AGENDA:

1.A. Call to Order – Mr. John Kerr, Chairman

1.B. Invocation – Mr. John Kerr, Chairman

1.C. Pledge of Allegiance – Ms. Racheal Petty, Board Member

1.D. Time for Public Comment

1.E. Invitation for audience to address items on the Agenda

1.F. Approval of the Agenda for May 14, 2025

Approval of the May 14, 2025, Agenda passed with a motion by Deanna Bode and a second by Chris Woodard.

Chris Woodard: Yea

Deanna Bode: Yea

John Kerr: Yea

Racheal Petty: Yea

Robert Atwood: Absent

2. CONSENT AGENDA:

2.A. Approval of Consent Agenda for May 14, 2025

Approval of the May 14, 2025, Consent Agenda passed with a motion by Racheal Petty and a second by Chris Woodard.

Chris Woodard: Yea

Deanna Bode: Yea

John Kerr: Yea

Racheal Petty: Yea

Robert Atwood: Absent

2.B. Approval of Minutes from April 24, 2025**2.C. Approve Budget Amendment 141-71100 Regular Instruction Program**

Amend the 2024-25 141 General Purpose School Budget by debiting Equity. Amendments are to include:

DEBIT Equity	34555 EXCO	Restricted for Education		
		Extended Contract		2,877.00
GRAND TOTALS				\$2,877.00

Amend the 2024-25 141 General Purpose School Budget by crediting line item Expenditures. Amendments are to include:

CREDIT EXPENDITURES	71100	Regular Instruction Program		
	127 EXCO	Career Ladder Extended Contract		2,522.00
	201 EXCO	Social Security		157.00
	204 EXCO	State Retirement		161.00
	212 EXCO	Employer Medicare		37.00
GRAND TOTALS				\$2,877.00

2.D. Approve Budget Amendment 142-71300 Vocational Educational Program

Amend the 2024-25 142 Federal Projects School Budget by debiting line item expenditures. Amendments are to include:

		Subfund 802: CTE Perkins Basic		
DEBIT EXPENDITURES	71300	Vocational Education Program		
	429	Instructional Supplies & Materials		1,668.86
	471	Software		6.00
	72130	Other Student Support		
	524-PD	In-service / Staff Development		1,879.06
	72230	Vocational Education Program		
	524	In-service / Staff Development		145.99
GRAND TOTALS				\$3,699.91

Amend the 2024-25 141 Federal Projects School Budget by crediting line item Expenditures. Amendments are to include:

CREDIT EXPENDITURES	71300	Vocational Education Program		

	730	Vocational Instruction Equipment	3,699.91
GRAND TOTALS			\$3,699.91

2.E. Approve Budget Amendment 143-73100 Food Service Program

Amend the 2024-25 143 Food Service School Budget by debiting line item expenditures. Amendments are to include:

DEBIT EXPENDITURES	73100	Food Service Program	
	162	Clerical Personnel	7,266.00
GRAND TOTALS			\$7,266.00

Amend the 2024-25 141 Food Service School Budget by crediting line item Expenditures. Amendments are to include:

CREDIT EXPENDITURES	73100	Food Service Program	
	207	Medical Insurance	2,500.00
	336	Maintenance & Service (Equipment)	2,600.00
	399	Other Contracted Services	1,366.00
	524	In-service / Staff Development	800.00
GRAND TOTALS			\$7,266.00

2.F. Approve Budget Amendment 141-71100 Regular Instruction Program

Amend the 2024-25 141 General Purpose School Budget by debiting Revenue. Amendments are to include:

DEBIT Revenue	46590-SLC	Other State Education Funds	136,163.18
	46790-SLC	Other Federal Through State	17,937.29
	46590-CAMP	Other State Education Funds	27,949.60
GRAND TOTALS			\$182,050.07

Amend the 2024-25 141 General Purpose School Budget by crediting line item Expenditures. Amendments are to include:

CREDIT EXPENDITURES	71100	Regular Instruction Program	
	116-SLC	Teachers	88,263.00
	163-SLC	Educational Assistants	9,000.00
	201-SLC	Social Security	6,031.00
	204-SLC	State Retirement	7,665.00
	212-SLC	Employer Medicare	1,411.00

	429-SLC	Instructional Supplies & Materials	9,496.47
	72120	Health Services	
	131-SLC	Medical Personnel	5,120.00
	201-SLC	Social Security	318.00
	204-SLC	State Retirement	461.00
	212-SLC	Employer Medicare	75.00
	72410	Office of the Principal	
	104-SLC	Principals	15,409.00
	161-SLC	Secretary(s)	5,000.00
	201-SLC	Social Security	1,266.00
	204-SLC	State Retirement	1,375.00
	212-SLC	Employer Medicare	296.00
	72610	Operation of Plant	
	166-SLC	Custodial Personnel	2,560.00
	201-SLC	Social Security	159.00
	204-SLC	State Retirement	157.00
	212-SLC	Employer Medicare	38.00
	72710	Transportation	
	105-CAMP	Supervisor / Director	2,500.00
	146-CAMP	Bus Drivers	12,000.00
	162-CAMP	Clerical Personnel	2,000.00
	201-CAMP	Social Security	1,025.00
	204-CAMP	State Retirement	1,240.00
	212-CAMP	Employer Medicare	240.00
	412-CAMP	Diesel Fuel	8,944.60
GRAND TOTALS			\$182,050.07

2.G. Approve Middle School Volleyball Fundraiser - Cash Calendar – Attachment A

2.H. Approve High School Girl's Basketball Fundraiser - Cash Calendar –Attachment B

2.I. Approve High School Girl's Basketball Fundraiser - Bake Sale – Attachment C

2.J. Approve High School Girl's Basketball Fundraiser - 20/20 Letter – Attachment D

2.K. Approve Overnight Field Trip Requisition - High School Girl's Basketball Camp– Attachment E

2.L. Approve Summer Maintenance Salary / Compensation

Request to increase summer janitor compensation to \$16 per hr.

Presently, summer janitors receive \$10.50 per hour. Summer janitors help our school janitors strip and wax floors over the summer. Summer janitor works for approximately (8) weeks from May 27 until July 21.

2.M. Approve of Equipment Decommission

Decommission equipment by declaring (83) used Chromebooks as Junk Property. All these Chromebooks are at least 4 years old. These Chromebooks are provided to graduating seniors who have 1) completed a post-secondary application, 2) been accepted by a post-secondary institution, and 3) have completed their FAFSA application.

2.N. Approve Policy Revision - 4.700 Testing Programs – Attachment D

Policy revision is necessary to reflect the new State Board policy that the weighting of End of Course (EOC) examination shall not exceed 15%. This only pertains to high school EOC; grades 3-8 TCAP may remain at 25%.

2.O. Approve Science Textbook Adoption

Accept the Science Textbook Committee Recommendation to approve:

- grades 3-8 SAVVAS
- grades 9-12 McGraw-Hill

3. SCHOOL DISTRICT HIGHLIGHTS:

4. PRINCIPALS' REPORTS:

4.A. Trousdale County Elementary School – Ms. Badru stated that this is a very busy time of the year; however, the school was in a “celebratory” mode due to the school celebrating a successful school year with First Responder’s Day, Field “Week” with a glow party and bouncy houses. Ms. Badu discussed her plans for the upcoming 5th grade transition day and the 5th grade Recognition Night. She highlighted plans for the new and upcoming Class of 2025 Senior Walk, which she hopes to make an annual event. Ms. Badru concluded by explaining the school’s plans to incorporate the 3rd grade TCAP Retake opportunity for all 3rd graders on May 21 from 8:30 to 10:30 A.M.

4.B. Jim Satterfield Middle School – Absent

4.C. Trousdale County High School – Mr. McCall also discussed some of the end of the year events that were being held at the high school such as the senior play and class tournaments. He also discussed plans for the upcoming Senior Walk. Mr. McCall proudly reported that 20 out of 21 nursing students had passed the CNA examination and that over (160) student-athletes in grades 6-12 attended the free sports physicals on Saturday, May 14. Mr. McCall concluded by reporting that (6) females and (1) male student have received athletic scholarships to play college athletics next year.

4.D. Student School Board Representative - Absent

5. DIRECTOR’S REPORT:

5.A. Employment Notifications

Haynes, Courtney	Head High School Girl's Basketball Coach
McLatchy, Madison	Elementary Teacher
Reece, Jeanet	Custodian, Middle School

Petty, Shelby
Cothron, Davy
Harper, Mildred

Head Middle School Basketball Coach / High School
Assistant
Head Baseball Coach, Resignation
Cook, resignation

5.B. Academic and Goal Updates – Dr. Satterfield updated and informed the Board about the Summer Learning Camp that begins on June 2. He outlined important end of the year events such as senior day, the final examination schedule (including the exemption policy), kindergarten round-up, the employee appreciation banquet, end of the year student progress reports, and graduation which is scheduled to be held at the football stadium contingent upon the weather. Dr. Satterfield stated that high school credit recovery would be held at the school from June 9 through 20 if necessary.

5.C. Project Updates – Dr. Satterfield reported that the subgrade plumbing is finally completed on the Field House. He reported that three parts of the building flooring has been concreted with more sections being completed today leaving only two sections yet to be completed. He did state that the steps were not built to code and would have to be reconstructed at the contractor's expense.

6. OLD BUSINESS

7. NEW BUSINESS:

7.A. FY26 143 Food Service Budget - Attachment G

Approval of the FY26 Food Service budget passed with a motion by Robert Atwood and a second by Chris Woodard.

Chris Woodard: Yea
Deanna Bode: Yea
John Kerr: Yea
Racheal Petty: Yea
Robert Atwood: Yea

7.B. 2025 Summer Learning Camp Budget

- Summer Learning Camp \$154,100.47
- Transportation \$27,949.60
- **Total \$182,050.07**

Budget Amendment as reflected in 2F. 141-71100 Regular Instruction Program

Approval of the 2025 Summer Learning Camp budget passed with a motion by Chris Woodard and a second by Robert Atwood.

Chris Woodard: Yea
Deanna Bode: Yea
John Kerr: Yea
Racheal Petty: Yea
Robert Atwood: Yea

7.C. TSBA Superintendent Search Service

Approval of TSBA services to provide Plan 1 Superintendent Search Services for \$3,000.
Passed with a motion by Robert Atwood and a second by Chris Woodard.

Chris Woodard: Yea
Deanna Bode: Yea
John Kerr: Yea
Racheal Petty: Yea
Robert Atwood: Yea

8. ACCOUNT ANALYSIS:

9. VENDOR CHECKS:

10. EXPENDITURES & ENCUMBRANCES:

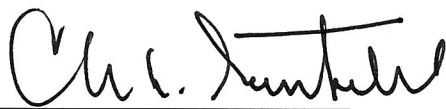
11. ADJOURN:

Motion to Adjourn passed with a motion by Racheal Petty and a second by John Kerr.

Chris Woodard: Yea
Deanna Bode: Yea
John Kerr: Yea
Racheal Petty: Yea
Robert Atwood: Yea



Chairperson



Director of Schools



Trousdale County Schools Request for Fundraising Activity

Attachment A

School: ☐ TCES

☒ JSMS

☐ TCHS

Student Group/Activity:

Volleyball / Cash Calendar

Net Amount Expected/Goal:

\$6,000 +

Specific Purpose of the Fundraiser:

Volleyball

Specific Use of the Funds Acquired:

- Camp Fees
- team apparel
- team meals
- End of year awards/banquet

Describe how students will be involved in the fundraising activity:

Players will fill out June calendar. \$ June 20th = \$20 donated
Cash only. player will bring money to me once collected +
I will give to Mrs. Grace

Makenzie Elkins

Sponsor's Signature

4/23/25

Date

[Signature]

Principal's Signature

4/23/25

Date

Ch. L. Linder

Director's Signature

5/15/25

Date

Board Approved: _____

5/14/25



Trousdale County Schools
Request for Fundraising Activity

Attachment B

School: ☐ TCES

☐ JSMS

☒ TCHS

Student Group/Activity:

TCHS GIRLS BASKETBALL PLAYERS /
Calendar Fundraiser

Net Amount Expected/Goal:

\$1,000

Specific Purpose of the Fundraiser:

Raise money for the girls' basketball program -
October

Specific Use of the Funds Acquired:

Jerseys, officials, Equipment, Transportation, meals,
Apparel, Locker room updates

Describe how students will be involved in the fundraising activity:

The students will have a calendar month to
sell. Each day will be up for purchasing, and they
will ~~ask~~ ask teachers, family and community members
to buy / sponsor.

Courtney Hayner

Sponsor's Signature

4/28/25

Date

J/M

Principal's Signature

5/2/21

Date

Chloe Lander

Director's Signature

5/15/25

Date

Board Approved:

5/14/25

School: ☐TCES

☐JSMS

☒TCHS

Attachment C

Student Group/Activity:

TCHS GIRLS BASKETBALL PLAYERS/ Bake Sale

Net Amount Expected/Goal:

\$2,000

Specific Purpose of the Fundraiser:

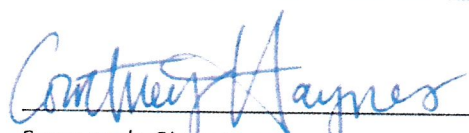
Raise money for the girls' basketball program- July

Specific Use of the Funds Acquired:

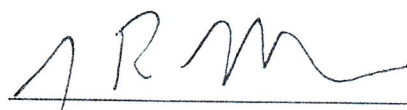
Team camps, jerseys, officials, equipment, transportation, meals, apparel

Describe how students will be involved in the fundraising activity:

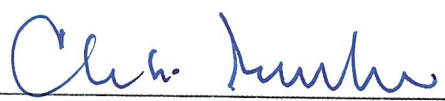
The students will make baked goods (cookies, brownies, etc.) and on a Saturday, set up and ask for donations to help support the TCHS girls' basketball team while handing out baked goods.


Sponsor's Signature

5-8-25
Date


Principal's Signature

5-9-25
Date


Director's Signature

5/15/25
Date

Board Approved: _____

5/14/25

School: ☐TCES

☐JSMS

☒TCHS

Attachment D

Student Group/Activity: TCHS GIRLS BASKETBALL PLAYERS/ 20/20 letter

Net Amount Expected/Goal: \$3,000

Specific Purpose of the Fundraiser:

Raise money for the girls' basketball program- June

Specific Use of the Funds Acquired:

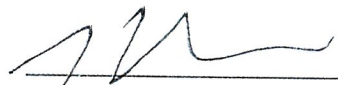
Team camps, jerseys, officials, equipment, transportation, meals, apparel

Describe how students will be involved in the fundraising activity:

The students will send 20 letters to friends/family and alumni of TCHS asking for donations of \$20 to help support the girls' basketball program of TCHS.


Sponsor's Signature

5-8-25
Date

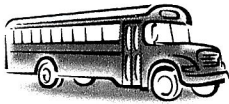

Principal's Signature

5-8-25
Date


Director's Signature

5/15/25
Date

Board Approved: 5/15/25



Trousdale County Schools Request for School Trip

Attachment ~~E~~

(To be submitted to principal at least ten (10) days prior to the occurrence of trip)

School: ☐ TCES ☐ JSMS ☒ TCHS ☐ Other: _____
(Please specify)

Transportation Requested: ☒ Bus ☒ Van ☐ Car ☐ None
(Please indicate # of vehicles needed in boxes provided)

Destination: Wayne Co. High School

Address: 707 South Main St. Waynesboro, TN 38485

Date(s) of Event: June 8-11

Approximate Mileage: 300 miles (round trip) Student Fee: \$ 0

Group Attending: girls basketball Approximate #: 15

Teacher(s) in Charge: Courtney Haynes

Departure Time: TBD Return Time: TBD

How will students benefit from this trip? Bonding, Team building
Fundamentals, and Preparation for upcoming
season

Lunch details: TBD

Parents or Chaperones: _____

Non-participating students or classes will _____

For Central Office Use Only

[Signature]
Principal's Signature

5/2/21
Date

[Signature]
Director's Signature

5/2/25
Date

[Signature]
Transportation Director's Signature

5/2/21
Date

Assigned Bus Driver(s): Tyler Schnitker

Trousdale County Board of Education			
Monitoring: Review: Annually, in December	Descriptor Term: Testing Programs	Descriptor Code: 4.700	Issued Date: 05/15/25
		Rescinds: 4.700	Issued: 11/17/22

General

The Board shall provide for a system-wide testing program which shall be periodically reviewed and evaluated. The purposes of the program shall be to:

1. Assist in promoting accountability;
2. Determine the progress of students;
3. Assess the effectiveness of the instructional program and student learning;
4. Aid in counseling and guiding students in planning future education and other endeavors;
5. Analyze the improvements needed in each instructional area;
6. Assist in the screening of students with learning difficulties;¹
7. Assist in placing students in remedial programs;
8. Provide information for college entrance and placement; and
9. Assist in educational research by providing data.²

The Director of Schools shall be responsible for planning and implementing the program which includes:

1. Determining specific purposes for each test;
2. Selecting the appropriate test to be given;
3. Establishing procedures for administering the tests;
4. Making provisions for interpreting and disseminating the results;
5. Maintaining testing information in a consistent and confidential manner; and
6. Ensuring that results are obtained as quickly as possible, especially when placement in a special learning program might be necessary.

State-mandated student testing programs shall be undertaken in accordance with guidelines published by the State Department of Education.³

WEIGHTING TCAP SCORES

TNReady⁴ and EOC⁵ scores shall be included in students' final grades as follows:

- Grades 3-8 - 25% shall factor into the students' second semester grade.
- Grades 9-12 - 15% shall factor into the students' second semester grade.

The methodology for weighting of TNReady shall convert raw scores to a 100-point grading scale by anchoring grades based on the comparative distribution to state averages with students exceeding state averages earning higher grade and those below state averages earning lower grades.

The Director of Schools may exclude these scores from students' final grades if results are not received by the district at least five (5) instructional days before the end of the course.^{4,5}

Student scores on district-wide nine-week benchmark assessments in grades 3-12 shall constitute 25% of a students' nine-week's grade for all TCAP and EOC assessed classes during the school year.

INTEREST INVENTORIES AND CAREER ASSESSMENTS⁶

Interest inventories shall be made available to 7th grade students. These will include assessments such as the Kuder assessment, Myers-Briggs Type Indicator, the ASVAB, or the College Board Career Finder.

Career aptitude assessments shall be administered to 8th grade students in order to inform the student's high school plan of study. Upon receiving the results from these assessments, the school shall provide students with information on any available career and technical education opportunities in which the student is eligible to participate in.

TESTING INFORMATION AND PARENTAL CONSENT

Any test directly concerned with measuring student ability or achievement through individual or group psychological or socio-metric tests shall not be administered by or with the knowledge of any employee of the district without first obtaining written consent of the parent(s)/guardian(s).²

Results of all group tests shall be recorded on students' permanent records and shall be made available to appropriate personnel in accordance with established board policies.⁷

No later than July 31st of each year, the Board shall publish on its website information related to state and board mandated tests that will be administered during the school year. The information shall include:⁸

1. The name of the test;
2. The purpose and use of the test;
3. The grade or class in which the test will be administered;
4. The tentative date or dates that the test will be administered;

5. The time and manner in which parent(s)/guardian(s) and students will be notified of the results of the test;
6. How parent(s)/guardian(s) can access the questions and answers on their student's state-required tests; and

Legal References

1. [TCA 49-10-108](#)
2. [20 USCA § 1232g](#)
3. [TRR/MS 0520-01-03-.03\(10\)](#)
4. [TCA 49-1-617](#); [State Board of Education Policy 2.102](#)
5. [TRR/MS 0520-01-03-.03\(10\)](#); [State Board of Education Policy 2.103](#); [TCA 49-1-617](#)
6. [TCA 49-6-412](#)
7. [TCA 10-7-504\(a\)\(4\)\(A\)](#)
8. [TCA 49-6-6007](#); [State Board of Education Policy 2.102](#); [State Board of Education Policy 2.103](#)
9. [TRR/MS 0520-07-01-.03\(3\)](#)

Cross References

Student Surveys, Analyses, and Evaluations 6.4001
Student Records 6.600

7. If a board mandated test, how the test complements and enhances student instruction and learning and how it serves a purpose distinct from state-required tests.

Testing information shall also be placed in student handbooks or other school publications that are provided to parent(s)/guardian(s) on an annual basis.

TESTING FOR GRADE PLACEMENT OR AWARDED CREDIT⁹

Students transferring from a Category IV church-related school, Category V private school, or home school shall be awarded credit upon completion of a written exam. These exams shall be approved, administered, and graded by the school's principal/designee. Upon request from a parent/guardian, student scores from a nationally standardized achievement test in the relevant subject shall be accepted as a substitute for these exams.

For students in grades one through eight (1-8), the exam shall only cover the last grade completed. For students in grades nine through twelve (9-12), the exam shall only cover the last course completed by the student (for example, if a student has completed English I, II, and III, the examination shall only cover English III).

The Director of Schools shall provide notice to parent(s)/guardian(s) of these exams.

Hartsville/Trousdale County Government
School Food Service Fund
Statement of Proposed Operations
For the Fiscal Year Ending June 30, 2026

May 2, 2025

Attachment G

Account No.	Description	(revised)		
		Actual 2023-24	Estimated 2024-25	Estimated 2025-26
43000	<u>Estimated Revenues</u>			
43521	Student Lunch	-	-	-
43522	Adult Meals	15,826	17,500	17,000
43523	Student Breakfast	-	-	-
43524	Special Milk Sales	-	-	-
43525	Ala Carte	38,454	41,175	40,000
43990	Other Charges for Services	-	-	-
	Total Charges for Current Services	54,280	58,675	57,000
44000	<u>Other Local Revenues</u>			
44165	Commodity Rebates	2368	3663	3000
44170	Miscellaneous Refunds	220	10	0
	Total Recurring Items	2588	3673	3000
44500	<u>Nonrecurring Items</u>			
44520	Insurance Recovery	0	0	0
44530	Sale of Equipment	0	0	0
	Total Nonrecurring Items	0	0	0
46000	<u>State of Tennessee</u>			
46520	School Food Service	8,979	8,923	8,000
	Total State Education Funds	8,979	8,923	8,000
47100	<u>Federal Through State</u>			
47111	USDA School Lunch Program	607,091	637,000	625,000
47112	USDA Commodities	73,151	91,017	90,094
47113	Breakfast	306,050	325,000	311,000
47114	USDA - Other	54,427	28,925	40,000
	Total Federal Government	1,040,719	1,081,942	1,066,094
49000	<u>Other Sources (non-revenue)</u>			
49700	Insurance Recovery	0	0	0
49800	Transfers In	0	-	-
	Total Other Sources	\$0	\$0	\$0
	Total Estimated Revenues	1,106,566	1,153,213	1,134,094

Hartsville/Trousdale County Government
School Food Service Fund
Statement of Proposed Operations
For the Fiscal Year Ending June 30, 2026

May 2, 2025

Account No.	Description	(revised)		Estimated 2025-26
		Actual 2023-24	Estimated 2024-25	
73000	<u>Operation of Non-Instructional Services</u>			
73100	<u>Food Service</u>			
105	Supervisor/Director	19,722	14,918	15,366
119	Accountant/Bookkeeper	9,477	7,700	7,930
132	Materials Supervisor	17,101	22,995	23,684
162	Clerical Personnel	84,465	76,269	76,269
165	Cafeteria Personnel	261,343	303,500	285,568
189	Other Salaries/Wages	6,350	11,000	11,000
201	Social Security	23,891	27,665	25,000
204	State Retirement	22,298	24,500	26,000
207	Medical Insurance	70,962	83,500	79,000
212	Employer Medicare	5,587	5,980	6,050
332	Legal Notices	288	200	200
336	Maintenance & Service (Equipment)	12,885	14,000	14,000
348	Postal Charges	0	100	100
399	Other Contracted Services	7,133	9,215	10,000
422	Food Supplies	596,150	570,000	605,000
435	Office Supplies	41	575	1,000
469	USDA - Commodities	73,151	91,017	90,094
499	Other Supplies and Materials	40,079	42,000	44,000
524	In Service/Staff Development	667	800	1,000
599	Other Charges	700	220	1,000
701	Administration Equipment	2,205	768	1,500
710	Food Service Equipment	187,060	1,925	2,000
	Total Food Service	1,441,555	1,308,847	1,325,761
Total Estimated Expenditures		1,441,555	1,308,847	1,325,761
Excess (Deficiency) of Estimated Revenues				
	Over Estimated Expenditures	(\$334,989)	(\$155,634)	(\$191,667)
Estimated Net Change in Fund Balance		-334,989	-155,634	-191,667
Estimated Fund Balance, July 1		733,346	398,357	242,723
Estimated Fund Balance, June 30		\$398,357	\$242,723	\$51,056