Maryville City Schools
520 S Washington St
Maryville, TN 37804

BOARD OF EDUCATION **5:30 PM, JULY 21, 2025**
REGULAR MEETING **CENTRAL OFFICE MULTI-PURPOSE ROOM**

I. CALL TO ORDER **CHAIR ELDER**
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE

II. ADOPT AGENDA

III. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

IV. CONSENT AGENDA ITEMS

1. Approve Minutes of June 16, 2025, meeting (Attachment)
2. Approve changes to Board Policy 1.1021, 3.202, 4.100, 5.500, 6.304, 4.301, 4.406, 4.601, 5.305, 5.310, 5.701, 6.303, and 6.312– second reading (Attachment A1)
3. Approve Blumira renewal – $35,000.00 – Funding Source: Tech Software (Attachment A2)
4. Approve revised 2025-26 Supplement Salary Scale (Attachment A3)
5. Approve addendum to the contract with Cope Architecture for design services for the Maryville High School Roof project.
6. Approve Maryville High School and Maryville Jr. High School Orchestra overnight to New York City for competition – Funding Source: Students (Attachment A4)
7. Approve beverage agreement between CCBCC Operations, LLC and Maryville High School for vending machines and concession sales.
8. Ratify Executive Committee approval from Renaissance for Accelerated Reader and myON renewal - $39,530.24– Funding Source: Summer School Funds (Attachment A5)

V. AGENDA ITEMS

1. Consider FY25 Budget Amendment No. 2 (Attachment B1)
2. Consider changes on first reading of Board Policy 1.407, 1.901, 2.403, 4.403, 5.100, and 5.119 (Attachment B2)
3. Consider appointing Josh Oliver and the principal/designee from Coulter Grove, Montgomery Ridge Intermediate Schools, Maryville Jr High School, and Maryville High School to the MCS Discipline Hearing Authority.

VI. REPORTS FROM DIRECTOR OF SCHOOLS

VII. RECOGNITION OF STAFF AND STUDENTS

VIII. COMMENTS FROM BOARD MEMBERS

IX. ADJOURN

Upcoming meeting dates:

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially in August	**Student Board Member**	**1.1021**	**07/21/25**
		Rescinds:	Issued:

The Maryville City Board of Education recognizes the value of student viewpoints and input on issues and concerns affecting schools. To aid in communication and involvement between the board and schools, the Board shall establish the position of Student Board Representative.[1]

The Student Representative to the Board will serve in an advisory, non-voting role. The Representative's responsibilities are to represent the total student population and give true representation of their views.

The Student Representative is expected to attend all regularly scheduled board meetings. Student board members shall not participate in the following:

1. Student discipline hearing appeals;
2. Teacher disciplinary matters;
3. Meetings with legal counsel; or
4. Confidential school safety plan meetings.

SELECTION

The Director of Schools shall develop an application and interview process for selecting the Student Representative. Candidates shall be current students entering or in their senior year of high school. The Director of Schools will submit a nominee and an alternate to the Board for approval.

The Student Board Representative's term begins in August of his/her senior year and concludes in May, and he/she shall serve without compensation. The Representative can be removed for unsatisfactory performance or unacceptable behavior by the high school principal or school board. At that time, the Board has the authority to appoint the alternate to assume the remainder of the term.

Legal References

1. Public Acts of 2025, Chapter No. 359

Maryville City Board of Education

Monitoring: Review: Biennially, in October	Descriptor Term: **Emergency Preparedness Plan**	Descriptor Code: 3.202	Issued Date: 07/21/25
		Rescinds: 3.202	Issued: 07/17/23

The Director of Schools shall be responsible for developing, maintaining, and acquiring Board approval of the district Emergency Preparedness Plan,[1] which shall include procedures for bomb threats, civil disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and medical emergencies.

The principal of each school shall develop and implement emergency preparedness drills which shall be approved by the Director of Schools. When appropriate, such drills shall be held in conjunction with emergency response agencies.

FIRE AND SAFETY DRILLS

The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30) school days, with *no more than* two (2) fire drills occurring during the first thirty (30) full days of the school year. Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted throughout the year.[2]

The principal shall ensure that three (3) additional safety drills are given during the school year.[3] These drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in each school's office.[3]

The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and shall give all school personnel instructions on how to properly use fire extinguishers.

ANNUAL DRILLS[4]

The principal shall ensure that the school safety team conducts each of the following type of drills annually:

1. An armed intruder drill in coordination with local law enforcement;

2. An incident command drill; and

3. An emergency safety bus drill.

AED DRILLS[5]

All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in the event of a medical emergency. The principal shall ensure that the drill occurs.

MEDICAL EMERGENCIES/PANDEMIC FLU[6]

In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate and consult with the local and state health departments and other local emergency or healthcare providers in protecting students and the community from further infection. The Director of Schools shall develop procedures for health emergencies in accordance with state law and regulations.

REMOTE LEARNING DRILLS[7]

At least once each school year, a remote learning drill shall be conducted. The drill shall accurately reflect how students will transition to remote learning in the event of a disruption to school operations. Students shall not be asked or required to transition to remote learning at any time during the drill.

Legal References

1. TRR/MS 0520-01-02-.30(2); TCA 49-6-804; TCA 49-6-805(8)
2. TCA 68-102-137(b); Public Acts of 2025, Chapter No. 315
3. TCA 68-102-137(f)
4. TCA 49-6-807
5. TCA 49-2-122; TCA 49-6-1208
6. TCA 49-6-3004(a), (c); TCA 49-5-404
7. TCA 49-2-139

Cross References

Emergency Closings 1.8011
Safety 3.201
Community Use of School Facilities 3.206

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Instructional Goals**	**4.100**	**07/21/25**
		Rescinds: **4.100**	Issued: **02/11/19**

General

The Board shall not discriminate on the basis of race, color, religion, sex, national origin, or disability in its instructional program or activities.[1] *Discrimination shall include antisemitism, defined as a certain perception of Jews, which may be expressed as hatred toward Jews including, but not limited to, rhetorical and physical manifestations of antisemitism directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.*[2]

The Board approves the following instructional goals for students:

1. To develop the skills necessary to function as a self-directed person;
2. To know the principles involved in making moral and ethical choices;
3. To develop the basic skills of reading, writing, computation, spelling, speaking, and problem solving;
4. To develop a positive attitude toward the lifelong endeavor of learning;
5. To learn to identify personal talents and interests, make appropriate career choices, and develop career skills;
6. To acquire knowledge and to develop skills in the management of personal and public resources necessary for meeting obligations to self, family, and society;
7. To learn to act in a responsible manner;
8. To learn of the rights and responsibilities of citizens of the community, state, nation, and world; and
9. To learn to understand, respect, and interact with people of different cultures, generations, and races.

Legal References

1. 42 USCA § 2000d *et seq.*
2. Public Acts of 2025, Chapter No. 293

Cross References

School District Goals 1.700
Student Goals 6.100
Student Concerns 6.305

Maryville City Board of Education

Monitoring: Review: Biennially, in August	Descriptor Term: Interscholastic Athletics	Descriptor Code: 4.301	Issued Date: 07/21/25
		Rescinds: 4.301	Issued: 08/19/24

No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person, or otherwise be discriminated against in any athletic program of the school. Equal athletic opportunities shall be provided for members of both sexes.[1] Student athletes shall only be allowed to participate in athletic activities or events that align with the student's sex indicated on his/her original birth certificate.[2] The Director of Schools/designee shall require the parent/guardian to provide the student's original birth certificate prior to participation in any interscholastic athletics. If the original birth certificate is not available or does not indicate the student's sex at the time of birth, the parent/guardian shall provide medical documentation showing evidence of the student's sex at birth.

Interscholastic athletics shall be administered as a part of the regular school program and shall be the principal's responsibility. Principals shall ensure that school regulations regarding participation in a sport are reasonable. Athletic schedules shall be filed in each school principal's office. The principal/designee must accompany an athletic team on trips.

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

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

INSURANCE & PHYSICAL EXAMINATIONS

In the event that the school's insurance provider does not extend coverage to an athlete, that athlete must provide proof of independently secured catastrophic coverage and liability coverage, with the school system as a named insured, of not less than the limits set forth in state law.[5] It shall be the responsibility of the parent(s)/guardian(s) to provide health and hospitalization insurance for all students participating in interscholastic athletics.

Prior to participation in interscholastic athletics, every student shall complete an annual physical examination.[6] The parent(s)/guardian(s) of each student shall be responsible for covering the cost of the examination, and these records shall be on file in the principal's office.

SCHEDULING CONFLICTS

No principal or teacher of any school under the control of the Board shall dismiss his/her school or any group of students for the purpose of attending the practice of any interscholastic sport during the school day without written permission from the Board.[7] This does not prevent the inclusion of regular physical training lessons in the daily school program.

Students shall not be required to attend a school athletic event, or event related to participation on a school athletic team, if the event is on an official school holiday, observed day of worship, or religious holiday. The student's parent/guardian shall notify the coach in writing three (3) full school days prior to the event.[8]

SEVERE WEATHER[4]

Severe weather is any type of weather that could impede the safety of any athlete by compromising the playing conditions of the interscholastic sport. Severe weather includes, but is not limited to, thunder, lightning, and extreme temperatures. When severe weather is forecasted, suspension of play shall be discussed with all players, coaches, and officials, if applicable.

All coaches who oversee or participate in outdoor training, practice, or competition shall annually complete a heat illness prevention course approved by the Tennessee Department of Health as well as receive training on activity modifications based on environmental conditions.

PROHIBITION AGAINST HAZING

Coaches, employees, and volunteers of the school district shall not encourage, permit, condone, or tolerate hazing activities.[9]

HOME SCHOOL STUDENT PARTICIPATION[10]

Home school students shall be permitted to participate in accordance with TSSAA or TMSAA guidelines. If a school is not a member with these organizations, home school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

VIRTUAL SCHOOL STUDENT PARTICIPATION[11]

Virtual school students shall be permitted to participate in accordance with TSSAA or TMSAA guidelines. If a school is not a member with these organizations, virtual school students that are zoned for the school shall be permitted to participate in interscholastic athletics to the same extent as other students.

REPEATING RULE

A student shall be limited to participating in school-sanctioned interscholastic athletics for six (6) years after entering the 7th grade.

Legal References

1. 34 CFR § 106.41; 20 USCA § 1681 *et seq.*
2. TCA 49-6-310(a)
3. TRR/MS 0520-01-02-.08(1)
4. TCA 49-6-3601
5. TCA 29-20-403
6. 20 USCA § 1232h(c); TRR/MS 0520-01-13-.01(1)(a)
7. TCA 49-6-1002(a)
8. TCA 49-6-1002(c)
9. TCA 49-2-120
10. Public Acts of 2024, Chapter No. 639

Cross References

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

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Use of the Internet**	**4.406**	**07/21/25**
		Rescinds: **4.406**	Issued: **02/11/19**

The Board supports the right of staff and students to have reasonable access to various information formats and believes that it is incumbent upon staff and students to use this privilege in an appropriate and responsible manner.

EMPLOYEES

Before any employee is allowed use of the district's internet or intranet access, the employee shall sign a written agreement, developed by the Director of Schools/designee that sets out the terms and conditions of such use. Any employee who accesses the district's computer system for any purpose agrees to be bound by the terms of that agreement, even if no signed written agreement is on file.

The Director of Schools shall develop and implement procedures for appropriate internet use which shall address the following:

1. Development of the Network and Internet Use Agreement;
2. General rules and ethics of internet access;
3. Guidelines regarding appropriate instruction and oversight of student internet use; and
4. Prohibited and illegal activities, including but not limited to the following:[1]
    - Sending or displaying offensive messages or pictures;
    - Using obscene language;
    - Harassing, insulting, defaming, or attacking others;
    - Damaging computers, computer systems, or computer networks;
    - Hacking or attempting unauthorized access to any computer;
    - Violation of copyright laws;
    - Trespassing in another's folders, work, or files;
    - Intentional misuse of resources;
    - Using another's password or other identifier (impersonation);
    - Using the network for commercial purposes; and
    - Buying or selling on the internet.

STUDENTS

The Director of Schools shall develop and implement procedures for appropriate internet use by students. Procedures shall address the following:

1. General rules and ethics of internet use; and
2. Prohibited or illegal activities, including, but not limited to:[1]
    - Sending or displaying offensive messages or pictures;
    - Using obscene language;

- Harassing, insulting, defaming, or attacking others;
- Damaging computers, computer systems, or computer networks;
- Hacking or attempting unauthorized access;
- Violation of copyright laws;
- Trespassing in another's folders, work, or files;
- Intentional misuse of resources;
- Using another's password or other identifier (impersonation);
- Using the network for commercial purposes; and
- Buying or selling on the internet.

INTERNET SAFETY MEASURES[2]

Internet safety measures shall be implemented that effectively address the following:

1. *Limiting the content accessible by students using the internet access provided by the district to content that is age-appropriate;*

2. Protecting the safety and security of students when they are using electronic mail, chat rooms, and other forms of direct electronic communications using internet access provided by the district;

3. Preventing unauthorized access, including "hacking" and other unlawful activities by students online;

4. Restricting students' access to materials harmful to them; and

5. *Preventing students from using internet access provided by the district to access websites, web applications, or software that does not protect students against the disclosure, use, or dissemination of their personal information.*

The Director of Schools/designee shall establish a process to ensure the district's education technology is not used for purposes prohibited by law or for accessing sexually explicit materials. The process shall include, but not be limited to:

1. Utilizing technology that blocks or filters internet access (for both students and adults) to material that is obscene or pornographic;[3]

2. Prohibiting and preventing a user from sending, receiving, viewing, or downloading materials that are deemed to be harmful to minors;[4]

3. Maintaining and securing a usage log; and

4. Monitoring online activities of students.[2]

The Board shall provide reasonable public notice of and at least one (1) public hearing or meeting to address and communicate its internet safety measures.[2]

A written parental consent shall be required prior to the student being granted access to electronic media involving district technological resources. The required permission/agreement form, which shall specify acceptable uses, rules of online behavior, access privileges, and penalties for policy/procedural violations, must be signed by the parent/guardian of minor students (those under 18 years of age) and also by the student. This document shall be executed each year and shall be valid only in the school year in which it was signed unless parent(s)/guardian(s) provide written notice that consent is withdrawn. In order to rescind the agreement, the student's parent/guardian (or the student who is at least 18 years old) must provide the Director of Schools with a written request.

Complaints alleging a violation of the internet safety measures shall be submitted to the Technology Director. All complaints shall be reviewed to determine how to appropriately respond.

E-MAIL

Users with network access shall not utilize district resources to establish electronic mail accounts through third-party providers or any other nonstandard electronic mail system. All data including e-mail communications stored or transmitted on school system computers shall be monitored. Employees/students have no expectation of privacy with regard to such data. E-mail correspondence may be a public record under the public records law and may be subject to public inspection.[5]

INTERNET SAFETY INSTRUCTION[6]

Students will be given appropriate instruction in internet safety as a part of any instruction utilizing computer resources. The Director of Schools shall provide adequate in-service instruction on internet safety. Parent(s)/guardian(s) and students will be provided with material to raise awareness of the dangers posed by the internet and ways in which the internet may be used safely.

SOCIAL NETWORKING

1. *Students are prohibited from accessing social media platforms using district internet except when expressly authorized by a teacher for educational purposes.*[7]

2. District staff who have a presence on social networking websites are prohibited from posting data, documents, photographs, or inappropriate information that is likely to create a material and substantial disruption of classroom activity.

3. District staff are prohibited from accessing personal social networking sites on school computers or during instructional time except for legitimate instructional purposes.

4. The Board discourages district staff from socializing with students on social networking websites. The same relationship, exchange, interaction, information, or behavior that would be unacceptable in a non-technological medium is unacceptable when done through the use of technology.

VIOLATIONS

Violations of this policy or a procedure promulgated under its authority shall be handled in accordance with the existing disciplinary procedures of this district.

VENDOR CONTRACTS[3]

Prior to entering into any contract for the provision of digital or online materials created or marketed for kindergarten through grade twelve (K-12), the district shall obtain an assurance that the vendor shall adhere to state law. This determination includes ensuring that the vendor filters, blocks, or otherwise prevents access to pornography or obscenity and verifying that the technology prevents a user from sending, receiving, viewing, or downloading materials that are harmful to minors.

Legal References

1. TCA 39-14-602
2. 47 USCA § 254 (h)(5)(A) – (C), 254(l); 47 CFR § 54.520(c)(1)(i); 20 USCA § 7131; Public Acts of 2025, Chapter No. 195
3. TCA 49-1-221(a)(1)(C)(i)
4. TCA 39-17-901; TCA 49-1-221(a)(1)(C)(ii)
5. TCA 10-7-512
6. TCA 49-1-221(a)(1)(E)
7. Public Acts of 2025, Chapter No. 195
8. TCA 49-1-221(c)

Cross References

Use of Email 1.805
Use of Artificial Intelligence Programs 4.214
School and System Websites 4.407
Controversial Materials 4.801
Student Publications 6.704

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Reporting Student Progress**	4.601	07/21/25
		Rescinds: 4.601	Issued: 02/11/19

REPORT CARDS

Student progress reports shall be provided at least once every nine (9) weeks during the school year. The Director of Schools shall develop a reporting procedure that includes how parents can access this information online.[1]

Student progress reports shall include information on attendance, academic progress, and other information necessary to communicate effectively with the parent(s)/guardian(s). For students in grades kindergarten through eight (K-8), the student's score on the most recently administered universal reading screener shall also be included along with the results of a dyslexia screener, if applicable.[2]

In addition to the regular progress reports, principals and teachers are encouraged to confer with parent(s)/guardian(s) on the educational progress of their children. Teachers shall consult with parent(s)/guardian(s) of students who are working at an unsatisfactory level or whose performance shows a sudden deterioration. Parent(s)/guardian(s) shall be notified by the teacher as early in the school year as possible if the retention of a student is being considered.

PARENT CONFERENCES

At least two (2) times during the school year, conferences shall be scheduled in which parent(s)/guardian(s) and teachers may discuss any pertinent problems or other matters of concern regarding the development and education of each student.[3] Conferences shall be physically accessible to all students and parent(s)/guardian(s).[4]

Legal References

1. TRR/MS 0520-01-03-.03(5); TCA 49-6-901
2. Public Acts of 2025, Chapter No. 330
3. TCA 49-6-7002
4. 28 CFR § 36.201

Cross References

School Calendar 1.800
Section 504 & ADA Grievance Procedures 1.802
Grading System 4.600
Promotion and Retention 4.603
In-Service and Professional Learning Opportunities 5.113
Staff Time Schedules 5.602
Attendance 6.200

Maryville City Board of Education

Monitoring: Review: Biennially, in September	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date: 07/21/25
		Rescinds: 5.305	Issued: 07/17/23

ELIGIBILITY

Anyone who has been employed for at least twelve (12) months by the school district and anyone who has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for service for purposes of FMLA eligibility[1]) during the previous twelve-month period shall be eligible to use FMLA leave.[2]

GENERAL PRINCIPLES

An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a 12-month period for the reasons below. The eligibility period for FMLA leave is the 12-month period measured forward from the date of the employee's first FMLA leave usage.

1. The birth of a child;

2. The placement of a child with the employee for adoption or foster care;

3. A serious health condition of the employee that makes the employee unable to perform the essential functions of his or her job position;

4. The care of a spouse, child, or parent of the employee who has a serious health condition; and

5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the employee is on covered active duty or has been notified of an impending call or order to covered active duty in the Armed Forces.

Granting of leave under this policy shall be subject to, and in accordance with, the provisions of applicable federal and state laws. An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run concurrently with and be counted toward the employee's total period of FMLA leave.

MATERNITY/PATERNITY LEAVE

1. *Relationship between FMLA leave and Tennessee Maternity Leave Act*- FMLA leave shall run concurrently with leave provided under the Tennessee Maternity Act, which affords eligible employees leave for a period not to exceed four (4) months for the adoption, pregnancy, childbirth, and nursing of a newborn child.[3]

2. *Teachers' Leave*- In accordance with state law, any teacher who goes on maternity leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted. Upon verification by a written statement from an adoption agency or other entity handling an adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both adoptive parents are teachers employed by the district, however, only one (1) parent is entitled to use such leave.[4]

3. Spouses who are both eligible employees of the school district are limited to a combined total of twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, or to care for a parent who has a serious health condition. Under certain circumstances, spouses who share leave for the birth or adoption of a child may be eligible for limited amounts of additional leave for other qualifying FMLA reasons.[5]

4. Paid Parental Leave – Under state law, an additional six (6) work weeks of paid leave is available to eligible employees after a birth, stillbirth, or adoption of a newly placed minor child.[6] An eligible employee taking leave under this provision shall not be required to utilize any other type of accrued leave during this period. Eligible employees include teachers, principals, supervisors, or other individuals required by law to hold a valid license of qualification for employment *and who meet the following requirements:*

    a. *Possess a valid license or an emergency credential issued by the Department of Education per TCA 49-5-106, required for the position the employee holds;*

    b. *Have been employed with the district full time for at least twelve (12) consecutive months in a position for which the employee is required by law to hold the license or an emergency credential referenced above at the time of the qualifying event; and*

    c. *Have held a valid license or an emergency credential issued by the Department of Education per TCA 49-5-106 for the entire twelve consecutive months of fulltime employment.*

    Employees shall provide notice to the school district thirty (30) days prior to the intended use of the leave. If the employee learns about the need for leave less than thirty (30) days in advance, the employee shall give notice as soon as reasonably possible in order to be eligible for the paid leave. *This paid leave shall be taken consecutively, except in extenuating circumstances, as determined by the Director of Schools.* The paid leave shall be used within twelve (12) months of the qualifying event and shall run concurrently with FMLA leave.[7]

LEAVE FOR A SERIOUS HEALTH CONDITION[8]

Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she is unable to work because of a serious health condition or to care for an immediate family member with a serious health condition. Granting of such leave shall be subject to the provisions of applicable federal

and state laws. Employees shall contact Human Resources to determine if the reason for leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days' notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable—generally, either the same or next business day.

LEAVE FOR MILITARY FAMILY MEMBERS

1. *Qualifying Exigency Leave*[9] - Eligible employees are entitled to up to twelve (12) workweeks of leave because of any "qualifying exigency" arising out of the fact that the spouse, son, daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been notified of an impending call to active duty, or has been notified of an impended call to active duty status in the Armed Forces. Qualifying exigencies may include:

    a. Issues arising from the service member's short notice deployment;
    b. Military events and related activities (e.g. official ceremonies, support programs);
    c. Making or updating financial and legal arrangements;
    d. Attending counseling;
    e. Taking up to fifteen (15) days leave to spend time with a covered service member who is on short-term rest and recuperation leave during deployment; or
    f. Attending post-deployment activities.

2. *Military Caregiver Leave*[10]- An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member or covered veteran with a serious injury or illness is entitled to up to twenty-six (26) workweeks of leave in a "single twelve (12) month period." A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious injury or illness.

    A covered veteran is an individual who was a member of the Armed Forces at any time during the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy that has a serious injury or illness who is currently receiving medical treatment, recuperation, or therapy.

    The calculation of this five (5) year period shall not include the interval of October 28, 2009 through March 8, 2013. The "single twelve (12) month period" for military caregiver leave begins on the first day the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered service member. The maximum of twenty-six (26) workweeks may include no more than twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement of a child for adoption or foster care, for care of a parent who has a serious health condition, or for the employee's own serious health condition.

INTERMITTENT LEAVE[11]

Eligible employees may take FMLA leave intermittently when medically necessary to care for a seriously ill family member, because of the employee's own serious health condition, or for the care for

a newborn, a newly adopted child, or a newly placed foster care child. When a licensed employee requests foreseeable leave for planned medical treatment and the employee would be on leave for greater than 20% of the total number of working days in the period during which the leave would extend, the school district may require that such employee elect either to take the leave for periods of a particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily to an available alternative position offered by the school district for which the employee is qualified and that has equivalent pay and benefits and better accommodates recurring periods of leave.

RESTRICTIONS

1. Notice Requirements

    a. *Employee Notice*[12]- For foreseeable leave, the employee shall provide the Director of Schools with at least thirty (30) days written notice before the beginning of the anticipated leave.

    b. *District Notice*- Once it has been established that the leave requested qualifies for FMLA, the Director of Schools/designee shall notify the employee within three (3) business days (absent extenuating circumstances) that any leave taken pursuant to state leave statutes (paid vacation leave, personal leave, sick leave, or workers' compensation) shall run concurrently with FMLA leave.[13] The notice may be given orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than the following pay day.[14]

2. Certification Requirement[15]

    a. The Director of Schools may require that a request for leave be supported by certification issued by a health care provider with the following information:

        i. The date on which the serious health condition commenced;
        ii. The probable duration of the condition;
        iii. The appropriate medical facts within the knowledge of the health care provider regarding the condition; and
        iv. A statement that the eligible employee is needed to care for the son, daughter, spouse, or parent and an estimate of the amount of time that such employee is needed.

    b. If there is any reason to doubt the validity of the certification provided, the Director of Schools may require, at the expense of the school district, an opinion of a second health care provider.

3. Period Near the End of an Academic Term (Certified Employees)[16]

    a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of Schools may require the employee to continue taking leave until the end of the term if the leave is at least three (3) weeks of duration and the return of employment would

occur during the three (3) week period before the end of the term.

b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools may require the employee to continue taking leave until the end of the term if the leave is greater than two (2) weeks duration and the return to employment would occur during the two (2) week period before the end of the term.

REQUIREMENTS OF THE BOARD[17]

1. The employee shall be restored to the same position of employment or an equivalent position with no loss of benefits, pay, or other terms of employment.

2. The employee shall be kept under any group health plan for the duration of the leave.

3. The Board may recover the premium paid under the following conditions:

   a. The employee fails to return from leave after the period of leave has expired; and

   b. The employee fails to return to work for a reason other than the continuation, recurrence, or onset of a serious health condition or other circumstances beyond the control of the employee.

Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)
2. 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)
5. 29 CFR § 825.120(a)(3)
6. Public Acts of 2025, Chapter No. 163
7. TCA 8-50-814; Public Acts of 2025, Chapter No. 235
8. 29 CFR § 825.113
9. 29 CFR § 825.126
10. 29 CFR § 825.124; 29 CFR § 825.127
11. 29 CFR § 825.202
12. 29 CFR § 825.302-825.304
13. 29 CFR § 825.207
14. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
15. 29 CFR § 825.305-825.313
16. 29 CFR § 825.602
17. 29 USCA § 2614

Cross References

Sick Leave 5.302
Long-Term Leaves of Absence 5.304

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in September	**Vacations and Holidays**	5.310	07/21/25
		Rescinds: 5.310	Issued: 02/11/19

HOLIDAYS

The following are established as paid holidays for employees of the district. Depending on the length of an employee's contract, paid holidays are as follows:

New Year's Day
Martin Luther King, Jr.'s Birthday
Good Friday
Memorial Day
Independence Day
Labor Day
Thanksgiving and the day following Thanksgiving
Christmas Eve
Christmas Day

Permanent part-time employees (10 month and summer only) shall be granted holidays with pay as noted above when the holiday falls within the term of employment.

Equivalent days, as approved by the Director of Schools, may be taken when these days fall on weekends or when school is in session.

VACATIONS

Personnel on 235-day contract are entitled to earn five (5) days of paid vacation time and authorized to carry over five (5) days from year to year.

Personnel on a 260-day contract are entitled to earn vacation time according to the following or according to negotiated contract when hired:

1. In the first five years of employment with MCS, employees each ten (10) days of paid vacation annually and are authorized to carry over ten (10) days from year to year;
2. In years 6-10, employees earn fifteen (15) days of paid vacation annually and are authorized to carry over fifteen (15) days from year to year;
3. In years 11-15, employees earn eighteen (18) days of paid vacation annually and are authorized to carry over eighteen (18) days from year to year;
4. Employees with 16 or more years with MCS earn twenty (20) paid vacation days annually and are authorized to carry over twenty (20) days.

During the first year of employment, employees earn one day of vacation for each month, not to exceed ten (10) days.

The use of paid vacation days must be approved by the immediate supervisor or Director of Schools.

Employees will be paid for unused vacation days at their daily rate upon separation of employment, *including dismissal without cause. Dismissal for cause results in forfeiture of accrued but unused vacation days.*

Personnel employed for less than 235 days are not eligible for vacation with pay.

Employees who regularly work less than a full day shall receive vacation or holiday pay equal to the usual daily rate of pay.

Cross References

Short Term Leaves of Absence 5.300

Maryville City Board of Education

Monitoring: Review: Biannually, in September	Descriptor Term: **Discrimination / Harassment of Employees (Sexual, Racial, Ethnic, Religious)**	Descriptor Code: 5.500	Issued Date: 07/21/25
		Rescinds: 5.500	Issued: 02/11/19

Employees shall be provided a work environment free from sexual, racial, ethnic, and religious discrimination/harassment *(including the definition of antisemitism found in policy 4.100)*. It shall be a violation of this policy for any employee or any student to discriminate against or harass an employee through disparaging conduct or communication that is sexual, racial, ethnic, or religious in nature. The following guidelines are set forth to protect employees from discrimination/harassment.

Employee discrimination/harassment will not be tolerated.[1] Discrimination/harassment is defined as conduct, advances, gestures, or words either written or spoken of a sexual, racial, ethnic, or religious nature that:

1. Unreasonably interferes with the individual's work or performance;
2. Creates an intimidating, hostile, or offensive work environment;
3. Implies that submission to such conduct is made an explicit or implicit term of employment; or
4. Implies that submission to or rejection of such conduct will be used as a basis for an employment decision affecting the harassed employee.

Alleged victims of sexual, racial, ethnic, and religious discrimination/harassment shall report these incidents immediately.[2] This report should be made to the immediate supervisor, except when the immediate supervisor is the offending party. If the immediate supervisor is the offending party, the report may be made to the Federal Rights Coordinator, the Human Resources Director, or the Director of Schools. Allegations of discrimination/harassment shall be fully investigated (as set forth in *Complaints and Grievances* 5.501). An oral complaint may be submitted; however, such complaint must be reduced to writing to ensure a more complete investigation. The complaint should include the following information:

1. Identity of the alleged victim and person accused;
2. Location, date, time, and circumstances surrounding the alleged incident;
3. Description of what happened;
4. Identity of witnesses; and
5. Any other evidence available.

The privacy and anonymity of all parties and witnesses to complaints will be respected. However, because an individual's need for confidentiality must be balanced with obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation, or to take necessary action to resolve a complaint, the identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension.

There will be no retaliation against any person who reports discrimination/harassment or participates in an investigation. However, any employee who refuses to cooperate or gives false information during the course of any investigation may be subject to disciplinary action. The willful filing of a false report will itself be considered harassment and will be treated as such.

An employee disciplined for violation of this policy may appeal the decision by contacting the Federal Rights Coordinator or the Human Resources Director.

Legal References

1. 29 CFR §1604.11; TCA 5-23-104; Public Acts of 2025, Chapter No. 293
2. 20 USCA § 1681

Cross References

Equal Opportunity Employment 5.104
Complaints and Grievances 5.501
Title IX & Sexual Harassment 6.3041

Maryville City Board of Education

Monitoring: Review: Biennially, in September	Descriptor Term: Substitute Teachers	Descriptor Code: 5.701	Issued Date: 07/21/25
		Rescinds: 5.701	Issued: 07/11/22

Substitute teachers are those teachers used to replace teachers on leave or to fill temporary vacancies.[1,2] Compensation of substitute teachers shall be determined annually by the Board. Retired teachers serving as substitutes who do not have an active teaching license shall be paid the same as a retired substitute teacher with an active teaching license. This only applies to teachers who retired after July 1, 2011 through July 1, 2016.[5]

APPLICATION/QUALIFICATIONS

Criminal history record checks and fingerprinting of applicants for substitute teaching are required.[3]

Applicants with revoked licenses or certificates according to the Department of Education shall not be hired.[4]

Qualifications for substitute teachers shall be determined by the Director of Schools in compliance with state laws and regulations.

A list of substitute teachers will be prepared by the Director of Schools who will maintain files which may include transcripts, credentials, recommendations, and other pertinent information.

CERTIFICATION

When substituting for a regular teacher who has been absent for *thirty (30)* consecutive days, a substitute teacher must possess a teaching certificate with endorsement in the discipline(s) to be taught or shall be a retired teacher that held the appropriate endorsement.[6]

EMERGENCY NEEDS

All teacher aides, secretaries, and clerks are approved substitute teachers for use in emergency situations. Emergency use shall be defined as less than a full day due to the regular or substitute teacher being unable to arrive on time or remain for the full day.

Said substitutes shall receive the proportionate equivalent salary regular substitute teachers would receive under similar circumstances or their regular salary, if higher; however, they shall not receive pay for both positions at the same time.

TRAINING AND ORIENTATION

The Director of Schools shall be responsible for ensuring that there are appropriate training and development programs for substitute teachers.

RESPONSIBILITIES

Substitute teachers shall assume the same responsibilities as the regular teacher, including, but not limited to, bus duty and playground supervision.

RE-EMPLOYMENT/TERMINATION

On an annual basis, the Director of Schools, with input from the principals, shall determine which substitute teachers performed at an acceptable level. Substitute teachers who performed below an acceptable level shall not be re-employed

Legal References

1. TRR/MS 0520-01-02-.04(5)
2. TCA 49-5-709
3. TCA 49-5-413(a)(2)
4. TCA 49-2-203(a)(14)(C)
5. TCA 49-3-312(b)
6. TCA 49-3-312(a); TRR/MS 0520-01-02-.04(5)(b); Public Acts of 2025, Chapter No. 235
7. TCA 49-2-203(a)(14)(A); TCA 49-6-805(7)

Cross References

Background Investigations 5.118
Employment of Retirees 5.119

Maryville City Board of Education

Monitoring: Review: Biennially, in October	Descriptor Term: Interrogations and Searches	Descriptor Code: 6.303	Issued Date: 07/21/25
		Rescinds: 6.303	Issued: 05/13/19

INTERROGATIONS BY SCHOOL PERSONNEL

Students may be questioned by school personnel about any matter pertaining to the operation of a school and/or the enforcement of its rules. Questioning must be conducted discreetly and under circumstances which will avoid unnecessary embarrassment to the student. Any student answering falsely or evasively or refusing to answer a question may be subject to disciplinary action, including suspension.

If a student is suspected or accused of misconduct or infraction of the student code of conduct, the school personnel may interrogate the student without the presence of parent(s)/guardian(s).

INTERROGATIONS BY POLICE (AT ADMINISTRATOR'S REQUEST)

If the principal has requested assistance by law enforcement to investigate a crime involving his/her school, the police may interrogate a student suspect in school during school hours. The principal shall first attempt to notify the parent(s)/guardian(s) of the student unless circumstances require otherwise. However, the interrogation may proceed without attendance of the parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.[1]

POLICE-INITIATED INTERROGATIONS

If the police deem circumstances of sufficient urgency to interrogate students at school for unrelated crimes committed outside of school hours, the police department shall first contact the principal regarding the planned interrogation and inform him/her of the probable cause to investigate. The principal shall make reasonable efforts to notify the parent(s)/guardian(s) of the interrogation unless circumstances require otherwise. The interrogation may proceed without attendance of the parent(s)/guardian(s), but the principal/designee shall be present during the interrogation.

SEARCHES BY SCHOOL PERSONNEL

It is the policy of Maryville City Schools to interdict the introduction of weapons or contraband on school premises by conducting limited searches of students and visitors. Such searches are necessary to maintain the safest environment possible for students, staff, and visitors on campuses throughout the district.

Any principal, or designee, having reasonable suspicion for a search may search any student, place, or thing on school property or in the actual or constructive possession of any student during school activity off campus, including buses.

The school principal shall authorize all searches at the outset per state law.[2] All principal initiated searches shall be conducted by a school security officer or a school administrator who has completed the state required training.[3] The following conditions shall apply to principal initiated searches:

1. Physical searches of students shall meet all the following standards of reasonableness:
    a. A particular student has violated school policy;
    b. The search will yield evidence of the violation of school policy or will lead to finding dangerous weapon, drugs, or drug paraphernalia;
    c. The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision, and education;
    d. The search is not conducted for the sole purpose of discovering evidence to be used in a criminal prosecution; and
    e. The search shall be reasonably related to the objectives of the search and not excessively intrusive considering the age and sex of the student as well as the nature of the infraction alleged infraction.[4]

2. *A school administrator shall be on-site at any principal-initiated search;*

3. *A school administrator shall oversee the search and may end the search at any time; and*

4. *If a student is under the age of eighteen (18), the principal must notify the student's parent or guardian within a reasonable time of the search.*[3]

If a school resource officer searches a student, based on having probable cause, the principal shall notify the Director of Schools/designee.[5]

Legal References

1. TCA 49-6-4203(b)
2. TCA 49-6-4204(a); TCA 49-6-4205(a)
3. Public Acts of 2025, Chapter No. 244
4. TCA 49-6-4205(b)
5. State v. R.D.S., No. M200801724COAR3JV, 2009 WL 2136324, at *1 (Tenn. Ct. App. July 16, 2009)
6. TCA 49-6-4201; Tenn. Op. Att'y Gen. No. 14-21 (February 24, 2014)

Cross References

Traffic and Parking Controls 3.403
Procedural Due Process 6.302
Child Abuse and Neglect 6.409

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation**	**6.304**	**07/21/25**
		Rescinds: **6.304**	Issued: **08/10/20**

The Maryville City Board of Education has determined that a safe, civil, and supportive environment in school is necessary for students to learn and achieve high academic standards. In order to maintain that environment, acts of bullying, cyber-bullying, discrimination, harassment, hazing, or any other victimization of students, based on any actual or perceived traits or characteristics, are prohibited.[1]

This policy shall be disseminated annually to all school staff, students, and parent(s)/guardian(s).[2] This policy shall cover employees, employees' behaviors, students, and students' behaviors while on school property, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop. If the act takes place off of school property or outside of a school-sponsored activity, this policy is in effect if the conduct is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the education environment or learning process.

The principal/designee is responsible for educating and training respective staff and students as to the definition and recognition of discrimination/harassment.[3]

DEFINITIONS[4]

"Bullying/Intimidation/Harassment" is an act that substantially interferes with a student's educational benefits, opportunities, or performance, and the act has the effect of:

- *Physically harming a student or damaging a student's property;*
- *Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;*
- *Causing emotional distress to a student; or*
- *Creating a hostile educational environment.*

Bullying, intimidation, or harassment may also be unwelcome conduct based on a protected class (race, nationality, origin, color, gender, age, disability, religion) that is severe, pervasive, or persistent and creates a hostile environment.

Cyber-bullying - A form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones or other wireless telecommunication devices, text messaging, emails, social networking sites, instant messaging, videos, web sites, or fake profiles.

Hazing - An intentional or reckless act by a student or group of students that is directed against any other student(s) that endangers the mental or physical health or safety of the student(s) or that induces or coerces a student to endanger his/her mental or physical health or safety. Coaches and other employees of the school district shall not encourage, permit, condone, or tolerate hazing activities.

"Hazing" does not include customary athletic events or similar contests or competitions and is limited to those actions taken and situations created in connection with initiation into or affiliation with any organization.[5]

COMPLAINTS AND INVESTIGATIONS

Any individual who has knowledge of behaviors that may constitute a violation of this policy shall promptly report such information to the principal/designee.[6]

While reports may be made anonymously, an individual's need for confidentiality must be balanced with obligations to cooperate with police investigations or legal proceedings, to provide due process to the accused, to conduct a thorough investigation, or to take necessary actions to resolve a complaint, and the identity of parties and witnesses may be disclosed in appropriate circumstances to individuals with a need to know.

The principal/designee at each school shall be responsible for investigating and resolving complaints. Once a complaint is received, the principal/designee shall initiate an investigation within forty-eight (48) hours of receipt of the report.[4] If a report is not initiated within forty-eight (48) hours, the principal/designee shall provide the Director of Schools with appropriate documentation detailing the reasons why the investigation was not initiated within the required timeframe.[7] The principal/designee shall notify the parent(s)/guardian(s) when a student is involved in an act of discrimination, harassment, intimidation, bullying, or cyber-bullying. Students involved in an act of discrimination, harassment, intimidation, bullying, or cyber-bullying shall be referred to the appropriate school counselor by the principal/designee when deemed necessary.[8]

The principal/designee is responsible for determining whether an alleged act constitutes a violation of this policy, and such act shall be held to violate this policy when it meets one of the following conditions:

- It places the student in reasonable fear or harm for the student's person or property;
- It has a substantially detrimental effect on the student's physical or mental health;
- It has the effect of substantially interfering with the student's academic performance; or
- It has the effect of substantially interfering with the student's ability to participate in or benefit from the services, activities, or privileges provided by a school.

The principal/designee shall conduct a prompt, thorough, and complete investigation of each alleged incident. All investigations shall be completed and appropriate intervention taken within twenty (20) calendar days from the receipt of the initial report.[7] If the investigation is not complete or intervention has not taken place within twenty (20) calendar days, the principal/designee shall provide the Director

of Schools with appropriate documentation detailing the reasons why the investigation has not been completed or the appropriate intervention has not taken place.[7]

RESPONSE AND PREVENTION[10]

School administrators shall consider the nature and circumstances of the incident, the age of the violator, the degree of harm, previous incidences or patterns of behavior, or any other factors, as appropriate to properly respond to each situation.

A substantiated charge against an employee shall result in disciplinary action up to and including termination. A substantiated charge against a student may result in corrective or disciplinary action up to and including suspension.

An employee disciplined for violation of this policy may appeal the decision by contacting the Federal Rights Coordinator. Any student disciplined for violation of this policy may appeal the decision in accordance with disciplinary policies and procedures.

REPORTS

When a complaint is filed alleging a violation of this policy where there is physical harm or the threat of physical harm to a student or a student's property, the principal/designee of each middle school, junior high school, or high school shall report the findings and any disciplinary actions taken to the Director of Schools and the Chair of the Board.[11]

By July 1 of each year, the Director of Schools/designee shall prepare a report of all of the bullying cases brought to the attention of school officials during the prior academic year. The report shall also indicate how the cases were resolved and/or the reasons they are still pending. This report shall be submitted to the state department of education by August 1.

RETALIATION AND FALSE ACCUSATIONS

Retaliation against any person who reports or assists in any investigation of an act alleged in this policy is prohibited. The consequences and appropriate remedial action for a person who engages in retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act.[13]

False accusations accusing another person of having committed an act prohibited under this policy are prohibited. The consequences and appropriate remedial action for a person found to have falsely accused another may range from positive behavioral interventions up to and including suspension and expulsion.[14]

Legal References

1. TCA 49-6-4503(a), (b)(3); 20 USCA §§ 1681 to 1686; Public Acts of 2025, Chapter No. 293
2. TCA 49-6-4503(b)(11)
3. TCA 49-6-4503(b)(12)
4. TCA 49-6-4503(b)(2), (13)
5. TCA 49-2-120
6. TCA 49-6-4503(b)(5)
7. TCA 49-6-4503(b)(6)
8. TCA 49-6-4503(b)(14)
9. 20 USCA § 1232g
10. TCA 49-6-4503(b)(4), (7)-(8)
11. TCA 49-6-4503(d)(3)
12. TCA 49-6-4503(c)(2)(B)
13. TCA 49-6-4503(b)(9)
14. TCA 49-6-4503(b)(10)

Cross References

Appeals to and Appearances Before the Board 1.404
Section 504 and ADA Grievance Procedures 1.802
Staff-Student Relations 5.610
Student Goals 6.100
Student Complaints and Grievances 6.305
Code of Conduct 6.300
Child Abuse and Neglect 6.409
Student Suicide Prevention 6.415

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in October	**Use of Wireless Communication Devices**	**6.312**	**07/21/25**
		Rescinds:	Issued:

General

Students may possess wireless communication devices so long as such devices are turned off and stored for the entirety of the school day. Such devices include any portable wireless device that has the capability to provide voice, messaging, or other data communication between two (2) or more parties, such as wearable technology, cell phones, laptops, tablets, and gaming devices.

A student may, however, be permitted to utilize a wireless communication device under the following circumstances:

1. In case of emergency;

2. When authorized by a teacher for educational purposes during instructional time;

3. To manage the student's health, as documented in the student's individual healthcare plan;

4. When the possession or use is required by the student's individual education program, 504 plan, or individual learning plan; or

5. When the device is being used by a student with a disability for the operation of assistive technology to increase, maintain, or improve the student's functional capabilities.[1]

EMERGENCY COMMUNICATION PLAN

In the event of an emergency or possible emergency occurring at school, parent(s)/guardian(s) shall be alerted by the district's mass communication system via text, email, voice, and/or push notification to the district's app.[1]

Legal References

1. Public Acts of 2025, Chapter No. 103

Cross References

Code of Conduct 6.300

Blumira

Blumira Order Form

Order Information

Customer: Maryville Schools

Start Date: 7/31/23

Expiration Date: 7/31/23

End Date: 7/30/26

Customer Information

Primary Contact: Andy Lombardo

Billing Contact: Sarah Pritchard

Primary Phone: 8654032990

Billing Phone: 8659827121

Primary Email: andy.lombardo@maryville-schools.org

Billing Email: sarah.pritchard@maryville-schools.org

Primary Address: 833 Lawrence Ave. Maryville, TN 37803

Billing Address: 825 Lawrence Ave, Maryville, TN 37803

Payment Terms

Net Terms: Net 30

Billing Terms: Annual Payments

PO Number (Optional):

Services

Description	Edition	Term	Users	Annual Cost
Blumira	SIEM Pro	Year 1	500	$15,000.00
Blumira	SIEM Pro	Year 2	500	$25,000.00
Blumira	SIEM Pro	Year 3	500	$35,000.00

* Upgrade Cost to SIEM + 1.5x current annual rate of SIEM Pro

This Order Form ("Order Form") is entered into and shall be effective on the last signature date set forth below between Blumira, Inc. ("Blumira"), and the customer listed above ("Customer"). This Order Form includes and incorporates (i) the above Order Form, and (ii) Blumira's standard Terms and Conditions, which are set forth at: https://www.blumira.com/terms/, and both of which are in each case hereby incorporated by reference. This Order Form contains, among other things, warranty disclaimers, liability limitations and use limitations. The customer has the option to terminate Blumira Services at the end of each year following standard notice procedure. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof.

2025-2026 Salary Schedule for Coaching & Other Special Assignments		
Base Salary = $52,526		
MARYVILLE HIGH SCHOOL		
Coaching Assignments		Range
	Asst. AD	6-10%
	Football-Head	21-32%
	Assistant-Coordinator	13-22%
	Assistant-Coordinator	13-22%
	Assistant-Coordinator	13-22%
	Assistant-Coordinator	13-22%
	Assistant	11-19%
	Assistant	11-19%
	Assistant	11-19%
	Assistant	11-19%
	Assistant	11-19%
	Assistant	5-9%
	Assistant	5-9%
	Assistant	5-9%
	Assistant	5-9%
	Basketball-Boys-Head	18-28%
	Assistant	10-17%
	Assistant	10-17%
	Assistant	10-17%
	Basketball-Girls-Head	18-28%
	Assistant	10-17%
	Assistant	10-17%
	Assistant	10-17%
	Baseball-Head	10-18%
	Assistant	6-11%
	Assistant	3-6%
	Assistant	3-6%
	Softball-Head	10-18%
	Assistant	6-11%
	Assistant	6-11%
	Bowling (Head Coach)	6-12%
	Cross Country	6-12%
	Assistant	3-8%
	Golf-Boys/Girls	6-12%
	Assistant	3-8%
	Lacrosse Boys Head Coach	8-16%
	Assistant	3-8%
	Lacrosse Girls Head Coach	8-16%
	Assistant	3-8%
	Soccer-Head Boys (spring)	10-18%
	Assistant	5-10%
	Assistant	5-10%
	Soccer-Head Girls (fall)	10-18%
	Assistant	5-10%
	Assistant	5-10%
	Strength-Head	13-22%
	Swimming-Head	6-12%

	Tennis-Head Boys/Girls	6-12%
	Track-Head Boys/Girls	10-18%
	Assistant	5-10%
	Assistant	3-5%
	Assistant	3-5%
	Assistant	3-5%
	Assistant	3-5%
	Assistant	3-5%
	Volleyball-Head	8-16%
	Assistant	4-9%
	Assistant	4-9%
	Wrestling-Head Boys	8-16%
	Assistant	5-10%
	Assistant	5-10%
	Wrestling-Head Girls	8-16%
	Assistant	5-10%
Other Assignments		
1000.00 for intermediate schools (regular LOA)	Band-Head	15-23%
1000.00 for intermediate schools (regular LOA)	Assistant	6-11%
	Cheerleading	7-12%
	Cheerleading-Varsity Asst. Coach	4-8%
	Cheerleading-Varsity Asst. Coach	4-8%
	Cheerleading-Competition Skill Coach	2-4%
	Dance - Head	7-12%
	Assistant	4-10%
	Annual	5%
	Choral	7-12%
	Climbing Club	1000
	Drama	4%
	Forensics	$1,000
1000.00 for intermediate schools (regular LOA)	Orchestra	7-12%
	Robotics	8%
	TV	12%
	Ethics Bowl	$1,000
	Debate / Mock Trial	$1,000
	Scholars Bowl	$1,000
	Model UN	$1,000
	Science Olympiad	$500
	Science Olympiad	$500
	Unified Sports (Lead)	$1,500
	Unified Sports (Assistant)	$1,000
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000

The step increase will be one percent per year until maximum is reached. Coaches will be paid 5% of their supplement per week for participation in the postseason beyond the district level. MHS coaches will be paid a one-time bonus of 20% of their supplement for winning a TSSAA team state championship.

MARYVILLE JUNIOR HIGH		
Coaching Assignments		**Range**
	Football-Head	8-15%
	Assistant	4-10%
	Assistant	4-10%
	Assistant	4-10%
	Assistant	4-10%
	Basketball-Boys	
	8th Grade	8-15%
	Assistant	3-8%
	Basketball-Girls	
	8th Grade	8-15%
	Assistant	3-8%
	Baseball - Head	4-8%
	Assistant	3-5%
	Softball - Head	4-8%
	Assistant	3-5%
	Cross Country - Head	4-8%
	Assistant	3-5%
	Golf	3-7%
	Tennis	3-7%
	Track-Head	5-9%
	Assistant	3-7%
	Assistant	3-5%
	Assistant	3-5%
	Assistant	3%
	Volleyball-Head	4-8%
	Assistant	3-6%
Other Assignments		
	Annual	$1,000
	Band	6%
	Cheerleading (8th grade)	5-9%
	Cheerleading (8th grade) - Assistant	2-4%
	Dance	5-9%
	Dance - Assistant	2-4%
	Chorus	$500
	Drama	3%
1000.00 for intermediate schools (regular LOA)	Orchestra	6%
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
The step increase will be one percent per year until maximum is reached. MJHS coaches will be paid 10% of their supplement for winning a team county or state championship. The only MJHS sports that would be eligible for the championship bonus would be those that competed and won a championship sponsored by TMSAA. Here is the link to the TMSAA Sports: https://tmsaa.tssaa.org//sports		

COULTER GROVE INTERMEDIATE		
Coaching Assignments		
	Basketball-Boys	**Range**
	6th/7th	4-8%
	4th/5th	2-6%
	Basketball-Girls	
	6th/7th	4-8%
	4th/5th	2-6%
	Cheerleading	$1,000
Other Assignments		
	Annual	$1,000
	Band	3%
	Chorus	4%
	Drama	$500
	Intramurals	$1,000
	Intramurals	$1,000
	Orchestra	3%
	Little Nest Director	$1,500
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
The step increase will be one percent per year until maximum is reached.		
MONTGOMERY RIDGE INTERMEDIATE		
Coaching Assignments		
	Basketball-Boys	**Range**
	6th/7th	4-8%
	4th/5th	2-6%
	Basketball-Girls	
	6th/7th	4-8%
	4th/5th	2-6%
	Cheerleading	$1,000
Other Assignments		
	Annual	$1,000
	Band	3%
	Chorus	4%
	Drama	$500
	Intramurals	$1,000
	Intramurals	$1,000
	Orchestra	3%
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
The step increase will be one percent per year until maximum is reached.		

ELEMENTARY SCHOOLS		**Supplement**
	John Sevier - Intramurals	$500
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	Sam Houston - Intramurals	$500
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
	Foothills - Intramurals	$500
	IReach Facilitator	$1,000
	IReach Facilitator	$1,000
District-Wide		
	ELL Services	$5,000
	Lead Nurse	$1,000
	Transportation Scheduling	$4,000
	MEA President	$1,200
	Adventure Club Supervision	$2,500

FIELD TRIP REQUEST FORM

Maryville City Schools

School: MHS/MJHS Grade/Course/Team/Organization: 9-12 Grade Orchestra MJHS/MHS

Coordinating Teacher(s): Mathew Wilkinson Club:

Trip Date: 3/25/2026 Destination: New York City 3/29/2026

Cost Per Student: $1750 Cost Per Adult: $1750

Number of Attending Students: 40 Number of Attending Adults: 6

Departure Time: 3:30 Return Time: 10:00 PM

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

Funding Source: Family/Fundraisers Student payment: *for trips requiring board approval

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

Transportation: ☐ Walk ☐ Cars ☒ Bus ☐ SPED Bus Buses # 1

Bus Service Provider: Rocky Top

Trip Justification: To perform at the Heritage Festival Music Competition, competing against orchestras from around the country. Attend a New York Philharmonic concert and Broadway Show along with other cultural attractions.

Trip Coordinator's Signature: Mathew Wilkinson

Principal's Signature: Heather Whitt

Director of Schools Signature: Date: 7/7/25

School Board Approval, as applicable: Date:

To Be Completed After Approval:

PO#: Please Initial Below:

Cafe Manager: Clinic (Meds): Office (Perm. Slip):

Website/Calendar:

CUT AND RETURN TOP PORTION TO OFFICE FOR APPROVAL

COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER AFTER TRIP

Grade: Department/Team:

Coordinating Teacher(s):

Field Trip Destination:

Final Count of Students Paying:

Final Count of Students Waived:

Final Count of Adults Paying: Signature of Person Verifying:

FOR BOOKKEEPER TO COMPLETE:

Amount Donated:

Total Paid by Students:

Total Paid by Adults:

MARYVILLE CITY SCHOOLS

Mike Winstead
Director of Schools

520 S Washington Street
Maryville, Tennessee 37804

July 15, 2025
Maryville City School Board
Executive Committee Meeting

Approve quote from Renaissance for Accelerated Reader and myON renewal - $39,530.24- Funding Source: Summer School Funds

APPROVED:

Director of Schools Mike Winstead Date 07/15/2025

Chair, Board of Education J Elder Date 07/15/2025

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

Renaissance
2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-181953 v21

Maryville City School District - 84909

Primary Contact
Amy Vagnier
Email - amy.vagnier@maryville-schools.org
520 S Washington St
Maryville, TN 37804

Billing Contact

Quote Summary School Count: 7	
Renaissance Products & Services Total	$39,530.24
Estimated Sales Tax	$0.00
Shipping Cost	$0.00
Grand Total	**USD $39,530.24**

This quote includes: myON, Services, myON News and Accelerated Reader.

By signing below, Customer:

- Acknowledges that the Person signing this Quote is authorized to do so on behalf of Customer.
- Agrees Customer's access to and use of the Products and Services referenced in the Quote (and any other quote issued to Customer during the Subscription Period) are subject to compliance with the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R62416.pdf, incorporated herein by reference.
- Acknowledges and agrees that the applicable Data Protection Addendum and Privacy Notices located at https://docs.renaissance.com/R62068 are incorporated into this Agreement. Additional information about Renaissance's privacy and security is available at https://www.renaissance.com/privacy/.

To accept this offer and place an order, please sign and return this Quote.

Renaissance will issue an Invoice for this Quote promptly after the date the Order is processed at Renaissance. If Customer requires a purchase order, Customer agrees to provide the purchase order to Renaissance as an attachment to this signed quote. Customer agrees to pay the invoice within 30 days after the Invoice Date.

Customer indicates that no Purchase Order is required, and that Billing Contact information is correct.

Renaissance Learning, Inc.	Maryville City School District
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: Chief Financial Officer	Title:
Date: 17-Jul-2025	Date:

Email: electronicorders@renaissance.com

If changes are necessary, or additional information is required, please contact your account executive Mitch Miller at (615) 795-7600. Thank you.

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance

	General Purpose Schools-Revenue Account Name	2024-2025 ADOPTED BUDGET	GP *Amendment #1 March 2025*	2024-2025 Amended Budget (1st)	GP *Amendment #2 July 2025*	2024-2025 Amended Budget (2nd)
40110	Current Property Tax-County	$11,590,410		$11,590,410		$11,590,410
40120	Trustee Collections-Prior Yr	150,000		150,000		150,000
40125	Trustee Collections-Bankruptcy	52,000		52,000		52,000
40130	Circuit/C&M Collections-Pr Yrs	63,000		63,000		63,000
40140	Interest and Penalty	34,000		34,000		34,000
40162	Payment in Lieu of Taxes-Local	97,000		97,000		97,000
40163	Payment in Lieu of Taxes-KCDC	20,000		20,000		20,000
40210	Local Option Sales Tax	14,189,258		14,189,258		14,189,258
40270	Business Tax	290,000		290,000		290,000
40275	Mixed Drink Tax	228,000		228,000		228,000
40610	Current Property Tax-City	9,422,500		9,422,500		9,422,500
41110	Marriage Licenses	3,000		3,000		3,000
43511	Tuition - Regular Day Students	705,000	$50,000	755,000	$50,000	805,000
44110	Investment Income (Interest)	21,000		21,000		21,000
44120	Lease/Rentals	10,000		10,000		10,000
44170	Miscellaneous Refunds	15,000		15,000		15,000
44570	Contributions & Gifts	5,000	50,000	55,000		55,000
44990	Other Local Revenues	82,000	10,000	92,000	9,000	101,000
46510	Tennessee Investment in Student Achievement (TISA)	33,645,510	92,178	33,737,688		33,737,688
46513	TISA On-behalf payments	0	120,000	120,000		120,000
46515	Early Childhood Education Program (VPK)	165,000		165,000	95,311	260,311
46550	Driver Education	18,000	2,000	20,000	3,000	23,000
46590	Other State Education Funds	814,000	1,201,000	2,015,000	(46,324)	1,968,676
46596	Paid Parental Leave	0	114,000	114,000		114,000
46610	Career Ladder Program	64,000		64,000	(20,000)	44,000
46790	Innovative School Models (ISM) Grant	1,221,141		1,221,141	(137,311)	1,083,830
46852	Interstate Telecom	18,000		18,000		18,000
46980	Other State Grants (Public School Security Grant)	230,000	(230,000)	0		0
46990	Other State Revenues (Paid Parental Leave)	100,000	(100,000)	0		0
47710	Public Safety Partnership & Comm Policing - COPS Grant	0	207,739	207,739		207,739
47590	Other Federal Through State	0		0	46,324	46,324
49999	Appropriated Fund Balance (Use)	0		0		0
	Total General Purpose School Fund	$73,252,819	$1,516,917	$74,769,736	$ -	$74,769,736

		General Purpose Schools - Expenditures	2024-2025 ADOPTED BUDGET	GP Amendment #1 *March 2025*	2024-2025 Amended Budget (1st)	GP Amendment #2 *July 2025*	2024-2025 Amended Budget (2nd)
		Account Name					
Regular Education Instruction - 71100							
71100 116	116	Teachers	$22,971,674		$22,971,674	($604,000)	$22,367,674
71100 117	117	Career Ladder Program	56,000		56,000		56,000
71100 128	128	Homebound Teachers	100,000		100,000		100,000
71100 163	163	Educational Assistants	2,126,060		2,126,060		2,126,060
71100 189	189	Other Salaries & Wages	51,771	$360,000	411,771	84,000	495,771
71100 195	195	Substitute Teachers (Certified)	105,000		105,000		105,000
71100 198	198	Substitute Teachers (Non - Certified)	230,000		230,000		230,000
71100 201	201	Social Security	1,583,395		1,583,395	(81,974)	1,501,421
71100 204	204	State Retirement	1,672,496		1,672,496		1,672,496
71100 206	206	Life Insurance	12,828		12,828		12,828
71100 207	207	Medical Insurance	3,315,474		3,315,474	595,000	3,910,474
71100 212	212	Medicare	371,719		371,719		371,719
71100 217	217	Retirement-Hybrid Stabilization	-		-	50,000	50,000
71100 299	299	Other Fringe Benefits	143,349		143,349	12,385	155,734
71100 311	311	Contracts with Other School Systems	29,000		29,000		29,000
71100 336	336	Maintenance & Repair - Equipment (musical instruments)	10,000		10,000	4,000	14,000
71100 399	399	Other Contracted Services	25,000		25,000		25,000
71100 429	429	Inst. Supplies & Materials	150,000		150,000		150,000
71100 430	430	Textbooks-Electronic	50,000		50,000	115,000	165,000
71100 449	449	Textbooks-Bound	300,000		300,000	35,000	335,000
71100 471	471	Software	560,000		560,000	94,000	654,000
71100 499	499	Other Supplies & Materials	10,000		10,000	4,000	14,000
71100 595	595	TISA On Behalf Payments	-	90,000	90,000		90,000
71100 599	599	Other Charges	15,000	12,000	27,000	9,000	36,000
71100 722	722	Regular Instruction Equip.	600,000		600,000	(200,000)	400,000
		Total Regular Education Instruction	$34,488,766	$462,000	$34,950,766	$116,411	$35,067,177
Alternative School - 71150							
71150 116	116	Teachers	$355,725		$355,725	$43,241	$398,966
71150 163	163	Educational Assistants	47,799		47,799	17,610	65,409
71150 189	189	Other Salaries & Wages	1,000		1,000		1,000
71150 201	201	Social Security	25,081		25,081	2,500	27,581
71150 204	204	State Retirement	27,304		27,304	3,200	30,504
71150 206	206	Life Insurance	200		200	29	229
71150 207	207	Medical Insurance	59,800		59,800		59,800
71150 212	212	Medicare	5,866		5,866	670	6,536
71150 299	299	Other Fringe Benefits	2,235		2,235	606	2,841
71150 399	399	Other Contracted Services	5,000		5,000	(5,000)	-
71150 429	429	Instr. Supplies & Materials	3,500		3,500		3,500
71150 471	471	Software	-	$4,430	4,430		4,430
71150 499	499	Other Supplies & Materials	5,000		5,000	172	5,172
71150 599	599	Other Charges	3,000	4,000	7,000		7,000
		Total Alternative School Instruction	$541,510	$8,430	$549,940	$63,028	$612,968
Special Education Instruction - 71200							
71200 116	116	Teachers	$2,327,494		$2,327,494	$74,000	$2,401,494
71200 128	128	Homebound Teachers	9,000		9,000		9,000
71200 163	163	Educational Assistants	2,280,550		2,280,550	66,000	2,346,550
71200 171	171	Speech Pathologists	457,270		457,270	4,000	461,270
71200 189	189	Other Salaries & Wages	20,000		20,000		20,000
71200 201	201	Social Security	315,262		315,262		315,262
71200 204	204	State Retirement	280,339		280,339	2,500	282,839
71200 206	206	Life Insurance	2,675		2,675		2,675
71200 207	207	Medical Insurance	800,005		800,005		800,005
71200 212	212	Medicare	73,956		73,956		73,956
71200 217	217	Retirement-Hybrid Stabilization	-		-		-
71200 299	299	Other Fringe Benefits	30,347		30,347	1,100	31,447
71200 322	322	Evaluation & Testing	10,000		10,000	1,000	11,000
71200 399	399	Other Contracted Services	37,500		37,500	2,000	39,500
71200 429	429	Instructional Supplies & Materials	10,000		10,000	(6,200)	3,800
71200 471	471	Software	5,500	$2,396	7,896	2,100	9,996
71200 499	499	Other Supplies & Materials	5,000		5,000		5,000
71200 595	595	TISA On Behalf Payments	-	30,000	30,000		30,000
71200 725	725	Special Education Equipment	9,500		9,500		9,500
		Total Special Education Instruction	$6,674,398	$32,396	$6,706,794	$146,500	$6,853,294

		General Purpose Schools - Expenditures	2024-2025 ADOPTED BUDGET	GP Amendment #1 *March 2025*	2024-2025 Amended Budget (1st)	GP Amendment #2 *July 2025*	2024-2025 Amended Budget (2nd)
		Account Name					
Vocational Education Instruction - 71300							
71300 116	116	Teachers	$1,220,744		$1,220,744	$293,000	$1,513,744
71300 163	163	Educational Assistants	37,708		37,708		37,708
71300 201	201	Social Security	78,024		78,024	14,000	92,024
71300 204	204	State Retirement	82,819		82,819	23,000	105,819
71300 206	206	Life Insurance	680		680	200	880
71300 207	207	Medical Insurance	203,320		203,320	66,000	269,320
71300 212	212	Medicare	18,248		18,248	3,100	21,348
71300 217	217	Retirement-Hybrid Stabilization	-		-		-
71300 299	299	Other Fringe Benefits	7,599		7,599	2,200	9,799
71300 399	399	Other Contracted Services	2,000		2,000		2,000
71300 429	429	Instructional Supplies & Materials	2,000		2,000		2,000
71300 471	471	Software	49,000		49,000	8,000	57,000
71300 499	499	Other Supplies & Materials	1,000		1,000		1,000
71300 599	599	Other Charges	611,396		611,396	(606,005)	5,391
71300 730	730	Vocational Instruction Equipment	75,000		75,000		75,000
		Total Vocational Ed Instruction	$2,389,538	$0	$2,389,538	($196,505)	$2,193,033
Attendance - 72110							
72110 105	105	Supervisor/Director	$50,675		$50,675		$50,675
72110 162	162	Clerical Personnel	6,500		$6,500	$2,900	9,400
72110 201	201	Social Security	3,545		3,545	10	3,555
72110 204	204	State Retirement	3,706		3,706	530	4,236
72110 206	206	Life Insurance	20		20		20
72110 207	207	Medical Insurance	5,980		5,980		5,980
72110 212	212	Medicare	829		829	10	839
72110 299	299	Other Fringe Benefits	224		224		224
72110 307	307	Communication	390		390		390
72110 499	499	Other Supplies & Materials	1,000		1,000		1,000
72110 524	524	Inservice/Staff Development	1,000		1,000		1,000
72110 599	599	Other Charges	1,000		1,000		1,000
		Total Attendance	$74,869	$0	$74,869	$3,450	$78,319
CSH/Health Services - 72120							
72120 105	105	Supervisor/Director	$86,496		$86,496		$86,496
72120 131	131	Medical Personnel	381,508		381,508	$7,800	389,308
72120 189	189	Other Salaries & Wages	20,585	$2,000	22,585	11,000	33,585
72120 201	201	Social Security	27,133		27,133	2,600	29,733
72120 204	204	State Retirement	44,426		44,426		44,426
72120 206	206	Life Insurance	200		200		200
72120 207	207	Medical Insurance	59,800		59,800	(22,850)	36,950
72120 212	212	Medicare	7,085		7,085	200	7,285
72120 217	217	Retirement-Hybrid Stabilization	-		-		-
72120 299	299	Other Fringe Benefits	2,235		2,235		2,235
72120 307	307	Communication	1,500		1,500		1,500
72120 355	355	Travel (School to School)	1,000		1,000		1,000
72120 413	413	Drugs Medical Supplies	20,000		20,000		20,000
72120 499	499	Other Supplies & Materials	3,000		3,000		3,000
72120 524	524	Inservice/Staff Development	3,000		3,000	500	3,500
72120 599	599	Other Charges	2,000	1,000	3,000	650	3,650
72120 735	735	Health Equipment	1,000		1,000	100	1,100
		Total Health Services	$660,968	$3,000	$663,968	$0	$663,968

		General Purpose Schools - Expenditures	2024-2025 ADOPTED	GP Amendment #1	2024-2025 Amended	GP Amendment #2	2024-2025 Amended
		Account Name	BUDGET	*March 2025*	Budget (1st)	*July 2025*	Budget (2nd)
Other Student Support - 72130							
72130 123	123	Guidance Personnel	$1,254,708		$1,254,708	($46,000)	$1,208,708
72130 130	130	Social Workers	47,837		47,837		47,837
72130 161	161	Secretary(s)	37,815		37,815		37,815
72130 189	189	Other Salaries & Wages	529,167		529,167		529,167
72130 201	201	Social Security	85,832		85,832	26,000	111,832
72130 204	204	State Retirement	93,693		93,693	36,000	129,693
72130 206	206	Life Insurance	720		720		720
72130 207	207	Medical Insurance	215,280		215,280	54,000	269,280
72130 212	212	Medicare	20,074		20,074	6,000	26,074
72130 217	217	Retirement-Hybrid Stabilization	-		-		-
72130 299	299	Other Fringe Benefits	8,046		8,046	100	8,146
72130 307	307	Communication	11,000	$10,000	21,000	15,000	36,000
72130 309	309	Contracts with Government Agencies	75,200		75,200	14,000	89,200
72130 322	322	Evaluation & Testing	1,000		1,000		1,000
72130 399	399	Other Contracted Services	280,000		280,000		280,000
72130 499	499	Other Supplies & Materials	-	500	500		500
		Total Other Student Support	$2,660,372	$10,500	$2,670,872	$105,100	$2,775,972
Regular Education Support - 72210							
72210 105	105	Supervisor	$39,405		$39,405	$1,000	$40,405
72210 129	129	Librarians	628,509		628,509		628,509
72210 137	137	Education Media Personnel	101,274		101,274		101,274
72210 138	138	Instructional Computer Personnel	103,469		103,469		103,469
72210 161	161	Secretary	58,132		58,132		58,132
72210 162	162	Clerical Personnel	32,016		32,016	5,700	37,716
72210 163	163	Educational Assistants	140,276		140,276		140,276
72210 189	189	Other Salaries & Wages	98,280		98,280	2,500	100,780
72210 201	201	Social Security	68,194		68,194		68,194
72210 204	204	State Retirement	77,032		77,032		77,032
72210 206	206	Life Insurance	507		507		507
72210 207	207	Medical Insurance	167,440		167,440		167,440
72210 212	212	Medicare	17,419		17,419		17,419
72210 217	217	Retirement-Hybrid Stabilization	-		-		-
72210 299	299	Other Fringe Benefits	6,411		6,411		6,411
72210 307	307	Communication	3,000		3,000	1,000	4,000
72210 355	355	Travel	5,000		5,000		5,000
72210 471	471	Software	66,000		66,000		66,000
72210 499	499	Other Supplies & Materials	1,000		1,000		1,000
72210 524	524	Inservice/Staff Development	100,000	($40,000)	60,000		60,000
72210 599	599	Other Charges	1,000		1,000		1,000
72210 790	790	Other Equipment	-	6,000	6,000		6,000
		Total Regular Education Support	$1,714,364	($34,000)	$1,680,364	$10,200	$1,690,564
Special Education Support - 72220							
72220 105	105	Supervisor	$99,158		$99,158		$99,158
72220 124	124	Psychological Personnel	323,848		323,848	$5,000	328,848
72220 131	131	Medical Personnel	181,420	$23,043	204,463	(15,748)	188,715
72220 135	135	Assessment Personnel	55,513		55,513		55,513
72220 161	161	Secretary	48,663		48,663		48,663
72220 189	189	Other Salaries & Wages	8,000		8,000		8,000
72220 201	201	Social Security	40,988	1,429	42,417		42,417
72220 204	204	State Retirement	44,417	2,569	46,986	100	47,086
72220 206	206	Life Insurance	238		238	100	338
72220 207	207	Medical Insurance	69,915		69,915	7,400	77,315
72220 212	212	Medicare	10,392	334	10,726		10,726
72220 217	217	Retirement-Hybrid Stabilization	-		-		-
72220 299	299	Other Fringe Benefits	2,616		2,616	1,000	3,616
72220 307	307	Communication	1,500		1,500		1,500
72220 348	348	Postal Charges	500		500		500
72220 355	355	Travel	7,500		7,500		7,500
72220 499	499	Other Supplies & Materials	5,000		5,000		5,000
72220 524	524	Inservice/Staff Development	15,000		15,000		15,000
72220 790	790	Other Equipment	-		-	2,148	2,148
		Total Special Education Support	$914,668	$27,375	$942,043	$0	$942,043

		General Purpose Schools - Expenditures	2024-2025 ADOPTED	GP Amendment #1	2024-2025 Amended	GP Amendment #2	2024-2025 Amended
		Account Name	BUDGET	*March 2025*	Budget (1st)	*July 2025*	Budget (2nd)
Vocational Education Support - 72230							
72230 105	105	Supervisor	$108,537		$108,537		$108,537
72230 189	189	Other Salaries and Wages	$0		-	$2,750	2,750
72230 201	201	Social Security	6,729		6,729		6,729
72230 204	204	State Retirement	6,903		6,903	150	7,053
72230 206	206	Life Insurance	40		40		40
72230 207	207	Medical Insurance	11,960	$6,400	18,360	150	18,510
72230 212	212	Medicare	1,574		1,574		1,574
72230 299	299	Other Fringe Benefits	447		447	100	547
72230 307	307	Communication	780		780		780
72230 524	524	Inservice/ Staff Development	15,000		15,000		15,000
		Total Vocational Education Support	$151,970	$6,400	$158,370	$3,150	$161,520
Technology - 72250							
72250 105	105	Supervisor/Coordinator of Technology	$106,429		$106,429		$106,429
72250 120	120	Computer Programmers	305,886		305,886	$28,000	333,886
72250 162	162	Clerical Personnel	20,536		20,536		20,536
72250 189	189	Other Salaries & Wages	45,012		45,012	(6,200)	38,812
72250 201	201	Social Security	29,628		29,628		29,628
72250 204	204	State Retirement	47,647		47,647	1,600	49,247
72250 206	206	Life Insurance	280		280		280
72250 207	207	Medical Insurance	83,720		83,720		83,720
72250 212	212	Medicare	6,929		6,929		6,929
72250 299	299	Other Fringe Benefits	3,129		3,129	250	3,379
72250 307	307	Communication	18,500		18,500	2,400	20,900
72250 317	317	Data Processing Services	30,000		30,000		30,000
72250 336	336	Maintenance & Repair-Equipment	18,000		18,000	3,700	21,700
72250 350	350	Internet Connectivity	96,000		96,000	(8,700)	87,300
72250 355	355	Travel (School to School)	2,000		2,000		2,000
72250 470	470	Cabling	50,000		50,000	(2,000)	48,000
72250 471	471	Software	230,000	$30,000	260,000	87,000	347,000
72250 499	499	Other Supplies & Materials	10,000	5,000	15,000		15,000
72250 524	524	Inservice/Staff Development	10,000		10,000	2,700	12,700
72250 599	599	Other Charges	-	1,500	1,500	(1,500)	-
72250 790	790	Other Equipment	555,000	121,000	676,000	(34,000)	642,000
		Total Technology	$1,668,696	$157,500	$1,826,196	$73,250	$1,899,446
Board of Education - 72310							
72310 189	189	Other Salaries & Wages (Retiree Leave Payout)	$30,000		$30,000	($4,700)	$25,300
72310 191	191	Board & Comm. Member Fees	1,800		1,800		1,800
72310 201	201	Social Security	2,467		2,467		2,467
72310 207	207	Medical Insurance (Retirees)	611,581		611,581		611,581
72310 210	210	Unemployment Compensation	8,000		$8,000		8,000
72310 212	212	Medicare	577		577		577
72310 299	299	Other Fringe Benefits	48,000		48,000		48,000
72310 305	305	Audit Services	30,000		30,000		30,000
72310 320	320	Dues & Memberships	10,500		10,500		10,500
72310 331	331	Legal Services	20,000		20,000	3,400	23,400
72310 399	399	Other contracted services	40,000		40,000	(37,000)	3,000
72310 506	506	Liability Insurance	455,000	($300,000)	155,000	(65,000)	90,000
72310 510	510	Trustee Commissions	115,000	340,000	455,000		455,000
72310 513	513	Worker's Compensation Insurance	20,000	95,000	115,000	37,000	152,000
72310 524	524	Inservice/Staff Development	20,000		20,000		20,000
72310 533	533	Criminal Investigation of Applicants - TBI (fingerprinting)	-		-	1,500	1,500
72310 599	599	Other Charges	64,000		64,000	51,000	115,000
		Total Board of Education	$1,476,925	$135,000	$1,611,925	($13,800)	$1,598,125

		General Purpose Schools - Expenditures	2024-2025 ADOPTED BUDGET	GP Amendment #1 *March 2025*	2024-2025 Amended Budget (1st)	GP Amendment #2 *July 2025*	2024-2025 Amended Budget (2nd)
		Account Name					
Office of the Superintendent - 72320							
72320 101	101	Director of Schools	$200,151		$200,151		$200,151
72320 103	103	Assistant Director of Schools	39,405		39,405		39,405
72320 161	161	Secretary(s)	44,232		44,232		44,232
72320 189	189	Other Salaries and Wages (CEO Supplement)	-	$1,000	1,000		1,000
72320 201	201	Social Security	12,409		12,409		12,409
72320 204	204	State Retirement	12,730		12,730		12,730
72320 206	206	Life Insurance	40		40		40
72320 207	207	Medical Insurance	11,960		11,960		11,960
72320 212	212	Medicare	4,115		4,115		4,115
72320 299	299	Other Fringe Benefits	447		447	10	457
72320 307	307	Communication	5,000		5,000		5,000
72320 320	320	Dues & Memberships	5,500		5,500		5,500
72320 348	348	Postal Charges	8,000		8,000		8,000
72320 399	399	Other Contracted Services	1,000	2,000	3,000		3,000
72320 435	435	Office Supplies	10,000		10,000	1,700	11,700
72320 524	524	Inservice/Staff Development	8,000	4,000	12,000	3,300	15,300
72320 599	599	Other Charges	7,000	19,000	26,000	3,400	29,400
		Total Office of the Superintendent	$369,989	$26,000	$395,989	$8,410	$404,399
Office of the Principal - 72410							
72410 104	104	Principal(s)	$977,085		$977,085	($10,000)	$967,085
72410 119	119	Accountant/Bookkeepers	257,752		257,752		257,752
72410 139	139	Assistant Principal(s)	1,347,346		1,347,346	(15,000)	1,332,346
72410 161	161	Secretary(s)	224,199		224,199	12,000	236,199
72410 162	162	Clerical Personnel	427,778		427,778	11,000	438,778
72410 201	201	Social Security	188,701		188,701	(12,000)	176,701
72410 204	204	State Retirement	246,956		246,956	(6,800)	240,156
72410 206	206	Life Insurance	1,880		1,880		1,880
72410 207	207	Medical Insurance	562,120		562,120	90,000	652,120
72410 212	212	Medicare	46,885		46,885		46,885
72410 217	217	Retirement-Hybrid Stabilization	-		-		-
72410 299	299	Other Fringe Benefits	21,009		21,009		21,009
72410 307	307	Communication	22,000		22,000		22,000
72410 411	411	Data Processing Supplies	5,000		5,000		5,000
72410 471	471	Software	25,000		25,000		25,000
72410 701	701	Administration Equipment	-	$69,000	69,000		69,000
		Total Office of the Principal	$4,353,711	$69,000	$4,422,711	$69,200	$4,491,911
Fiscal Services - 72510							
72510 105	105	Supervisor	$109,229		$109,229		$109,229
72510 119	119	Accountants/Bookkeepers	48,337		48,337		48,337
72510 201	201	Social Security	7,473		7,473		7,473
72510 204	204	State Retirement	12,179		12,179		12,179
72510 206	206	Life Insurance	40		40		40
72510 207	207	Medical Insurance	11,960		11,960	($665)	11,295
72510 212	212	Medicare	1,584		1,584	655	2,239
72510 299	299	Other Fringe Benefits	447		447	10	457
72510 307	307	Communication	780		780		780
72510 355	355	Travel	1,000		1,000		1,000
72510 411	411	Data Processing Supplies	3,000		3,000		3,000
72510 435	435	Office Supplies	2,500		2,500		2,500
72510 471	471	Software	32,000		32,000		32,000
72510 524	524	Inservice/Staff Development	5,000		5,000		5,000
72510 599	599	Other Charges	5,000	($4,000)	1,000		1,000
		Total Fiscal Services	$240,529	($4,000)	$236,529	$0	$236,529

		General Purpose Schools - Expenditures	2024-2025 ADOPTED	GP Amendment #1	2024-2025 Amended	GP Amendment #2	2024-2025 Amended
		Account Name	BUDGET	*March 2025*	Budget (1st)	*July 2025*	Budget (2nd)
Human Resources - 72520							
72520 105	105	Supervisor	$106,428		$106,428		$106,428
72520 162	162	Clerical Personnel	118,296		118,296		118,296
72520 189	189	Other Salaries & Wages	5,000		5,000		5,000
72520 201	201	Social Security	14,243		14,243		14,243
72520 204	204	State Retirement	24,534		24,534		24,534
72520 206	206	Life Insurance	120		120		120
72520 207	207	Medical Insurance	35,880		35,880	(1,415)	34,465
72520 212	212	Medicare	3,266		3,266		3,266
72520 299	299	Other Fringe Benefits	1,341		1,341	$100	1,441
72520 307	307	Communication	780		780		780
72520 317	317	Data Processing Services	6,500		6,500		6,500
72520 435	435	Office Supplies	2,500		2,500		2,500
72520 471	471	Software	38,000	4,800	42,800	1,315	44,115
72520 524	524	Inservice/Staff Development	5,000		5,000		5,000
72520 599	599	Other Charges	8,500		8,500		8,500
		Total Human Resources	$370,388	$4,800	$375,188	$0	$375,188
Operation of Plant - 72610							
72610 105	105	Supervisor	$48,764		$48,764		$48,764
72610 166	166	Custodial Personnel	818,136		818,136	($12,000)	806,136
72610 189	189	Other Salaries & Wages	3,000		3,000		3,000
72610 201	201	Social Security	53,933		53,933		53,933
72610 204	204	State Retirement	84,226		84,226	2,000	86,226
72610 206	206	Life Insurance	820		820		820
72610 207	207	Medical Insurance	245,180		245,180	(110,000)	135,180
72610 212	212	Medicare	12,614		12,614		12,614
72610 299	299	Other Fringe Benefits	9,164		9,164	100	9,264
72610 328	328	Janitorial Services	586,544		586,544	11,000	597,544
72610 359	359	Disposal Fees	5,000		5,000	15,000	20,000
72610 410	410	Custodial Supplies	160,000		160,000		160,000
72610 415	415	Electricity	1,269,860		1,269,860		1,269,860
72610 434	434	Natural Gas	166,098		166,098		166,098
72610 454	454	Water & Sewer	365,892		365,892		365,892
72610 502	502	Building & Contents Insurance	125,000		125,000	20,000	145,000
72610 720	720	Plant Operation Equipment	15,000		15,000	30,255	45,255
		Total Operation of Plant	$3,969,231	$0	$3,969,231	($43,645)	$3,925,586
Maintenance of Plant - 72620							
72620 105	105	Supervisor	$48,764		$48,764		$48,764
72620 167	167	Maintenance Personnel	331,464		331,464		331,464
72620 189	189	Other Salaries & Wages	58,000		58,000	5,100	63,100
72620 201	201	Social Security	27,170		27,170		27,170
72620 204	204	State Retirement	40,060		40,060	100	40,160
72620 206	206	Life Insurance	300		300		300
72620 207	207	Medical Insurance	89,700		89,700	(31,000)	58,700
72620 212	212	Medicare	6,354		6,354		6,354
72620 217	217	Retirement-Hybrid Stabilization	-		-		-
72620 299	299	Other Fringe Benefits	3,353		3,353		3,353
72620 307	307	Communication	5,500		5,500	2,200	7,700
72620 335	335	Maint & Repair - Building	300,000		300,000	100,000	400,000
72620 336	336	Maint & Repair - Equipment	70,000		70,000	(10,000)	60,000
72620 338	338	Maint & Repair - Vehicles	10,000	$6,000	16,000	5,000	21,000
72620 399	399	Other Contracted Services	85,000		85,000		85,000
72620 418	418	Equipment & Machinery Parts	15,000	12,000	27,000	19,000	46,000
72620 425	425	Gasoline	12,000		12,000		12,000
72620 499	499	Other Supplies & Materials	95,000		95,000		95,000
72620 524	524	Inservice/Staff Development	1,000		1,000		1,000
72620 599	599	Other Charges	3,000		3,000		3,000
72620 701	701	Administration Equipment	-	7,000	7,000		7,000
72620 717	717	Maintenance Equipment	30,000		30,000		30,000
		Total Maintenance of Plant	$1,231,665	$25,000	$1,256,665	$90,400	$1,347,065

		General Purpose Schools - Expenditures	2024-2025 ADOPTED BUDGET	GP Amendment #1 *March 2025*	2024-2025 Amended Budget (1st)	GP Amendment #2 *July 2025*	2024-2025 Amended Budget (2nd)
		Account Name					
Transportation - 72710							
72710 105	105	Supervisor	$50,675		$50,675		$50,675
72710 146	146	Bus Drivers	148,365		148,365		148,365
72710 189	189	Other Salaries & Wages	73,907		73,907	$16,000	89,907
72710 201	201	Social Security	16,923		16,923	300	17,223
72710 204	204	State Retirement	15,603		15,603		15,603
72710 206	206	Life Insurance	180		180		180
72710 207	207	Medical Insurance	53,820		53,820	(15,000)	38,820
72710 212	212	Medicare	3,958		3,958	100	4,058
72710 299	299	Other Fringe Benefits	2,012		2,012		2,012
72710 307	307	Communication	390		390		390
72710 312	312	Contracts with Private Agencies	9,600		9,600		9,600
72710 313	313	Contracts with Parents	-	$3,000	3,000		3,000
72710 315	315	Contracts with Vehicle Owners	1,052,400		1,052,400	50,000	1,102,400
72710 338	338	Maintenance & Repair - Vehicles	55,000		55,000		55,000
72710 412	412	Diesel Fuel	-	35,000	35,000		35,000
72710 425	425	Gasoline	35,000	(35,000)	-		-
72710 450	450	Tires & Tubes	5,000		5,000		5,000
72710 471	471	Software	9,000		9,000	100	9,100
72710 524	524	Inservice/Staff Development	2,000		2,000		2,000
72710 599	599	Other Charges	1,000		1,000		1,000
72710 729	729	Transportation Equipment	-		-		-
		Total Transportation	$1,534,833	$3,000	$1,537,833	$51,500	$1,589,333
Cafeteria - 73100							
73100 165	165	Cafeteria Personnel (Summer School)	$0		$0	$28,000	$28,000
73100 201	201	Social Secuirty	-		-	1,700	1,700
73100 204	204	State Retirement	-		-	3,100	3,100
73100 212	212	Medicare	-		-	400	400
73100 422	422	Food Supplies (Summer School Snacks)	5,000		5,000	13,500	18,500
		Total Cafeteria	$5,000	$0	$5,000	$46,700	$51,700
Community Services - 73300							
73300 105	105	Supervisor	$100,536		$100,536		$100,536
73300 189	189	Other Salaries & Wages	12,000		12,000	$2,500	14,500
73300 201	201	Social Security	6,977		6,977	100	7,077
73300 204	204	State Retirement	6,394		6,394		6,394
73300 206	206	Life Insurance	40		40		40
73300 207	207	Medical Insurance	11,960		11,960		11,960
73300 212	212	Medicare	1,632		1,632	100	1,732
73300 299	299	Other Fringe Benefits	447		447	100	547
73300 307	307	Communication	780		780		780
73300 399	399	Other Contracted Services	3,200		3,200		3,200
73300 499	499	Other Supplies & Materials	1,500		1,500		1,500
73300 524	524	Inservice/Staff Development	1,000		1,000		1,000
73300 599	599	Other Charges	1,500		1,500		1,500
		Total Community Services	$147,966	$0	$147,966	$2,800	$150,766
Early Childhood Education - 73400							
73400 105	105	Supervisor/Director	$5,219		$5,219		$5,219
73400 116	116	Teachers	147,761		147,761		147,761
73400 163	163	Educational Assistants	83,291		83,291	$500	83,791
73400 201	201	Social Security	14,649		14,649		14,649
73400 204	204	State Retirement	10,675		10,675		10,675
73400 206	206	Life Insurance	83		83		83
73400 207	207	Medical Insurance	24,638		24,638	5,300	29,938
73400 212	212	Medicare	3,427		3,427		3,427
73400 217	217	Retirement-Hybrid Stabilization	-		-		-
73400 299	299	Other Fringe Benefits	922		922	100	1,022
73400 524	524	Inservice/Staff Development	1,000		1,000		1,000
		Total Early Childhood Education	$291,665	$0	$291,665	$5,900	$297,565

		General Purpose Schools - Expenditures	2024-2025 ADOPTED BUDGET	GP Amendment #1 *March 2025*	2024-2025 Amended Budget (1st)	GP Amendment #2 *July 2025*	2024-2025 Amended Budget (2nd)
		Account Name					
Regular Capital Outlay-76100							
76100 304	304	Architectural & Engineering Fees	$1,500,000	($63,000)	$1,437,000		$1,437,000
76100 321	321	Engineering Services	60,000	(30,000)	30,000	$5,000	35,000
76100 706	706	Building Construction	-	1,526,265	1,526,265	(426,049)	1,100,216
76100 707	707	Building Improvements	2,500,000	(1,112,451)	1,387,549		1,387,549
76100 711	711	Furniture & Fixtures	150,000	(40,000)	110,000		110,000
76100 715	715	Land	-	500	500		500
76100 724	724	Site Development	120,000	(106,000)	14,000		14,000
76100 799	799	Other Capital Outlay	1,850,798	(975,798)	875,000		875,000
		Total Regular Capital Outlay	$6,180,798	($800,484)	$5,380,314	($421,049)	$4,959,265
Operating Transfers-99100							
99100 590		xfer to Other Funds (Schools) & (City of Maryville) *ESSI Loan &	$1,140,000	$1,385,000	$2,525,000	($121,000)	$2,404,000
		Total Operating Transfers	$1,140,000	$1,385,000	$2,525,000	($121,000)	$2,404,000
		Total General Purpose School Fund	$ 73,252,819	$ 1,516,917	$ 74,769,736	$ -	$ 74,769,736
		Salaries & Wages	$43,192,369	$386,043	$43,578,412	$9,953	$43,588,365
		Social Security (201)	2,608,756	1,429	2,610,185	(46,764)	2,563,421
		State Retirement (204 & 217)	2,834,139	2,569	2,836,708	115,480	2,952,188
		Life Insurance (206)	21,891	0	21,891	329	22,220
		Medical Insurance (207)	6,651,493	6,400	6,657,893	636,920	7,294,813
		Medicare (212)	618,503	334	618,837	11,235	630,072
		Other Fringe Benefits (299)	293,780	0	293,780	18,161	311,941
		Total Salaries & Benefits	$56,220,931	$396,775	$56,617,706	$745,314	$57,363,020
		Total Non-Salary Items	17,031,888	1,120,142	18,152,030	(745,314)	17,406,716
		Total Expenditures	$73,252,819	$1,516,917	$74,769,736	$0	$74,769,736

Fund 143		Maryville City School System Central Cafeteria	2024-2025 ADOPTED BUDGET	Amendment #1 *July 2025*	2024-2025 AMENDED BUDGET (#1)
Revenues					
43521		Lunch Payments - Children	$1,450,000	($5,200)	$1,444,800
43522		Lunch Payments - Adults	45,000	2,000	47,000
43523		Income from Breakfast	5,000		5,000
43525		A La Carte Sales	32,000	3,200	35,200
44110		Interest Earned	150,000		150,000
44990		Other Local Revenue	40,000		40,000
46520		School Food Service - Matching	23,000		23,000
47111		USDA - Lunch Reimbursement	1,050,000		1,050,000
47112		USDA - Commodities	150,000	73,000	223,000
47113		USDA - Breakfast Reimbursement	300,000		300,000
47114		USDA - Other	100,000	(73,000)	27,000
		Total Revenues	**$3,345,000**	**$0**	**$3,345,000**
Expenditures					
72310 305	305	Audit Services	$6,000	($1,200)	$4,800
73100 105	105	Supervisor	56,475		56,475
73100 165	165	Cafeteria Personnel	1,023,106	(81,900)	941,206
73100 188	188	Bonus Payments (PEBT grant)	3,200	(3,200)	-
73100 189	189	Other Salaries & Wages	19,500	(1,500)	18,000
73100 201	201	Social Security	64,453	(7,300)	57,153
73100 204	204	State Retirement	56,635		56,635
73100 206	206	Life Insurance	680		680
73100 207	207	Medical Insurance	203,320	(35,000)	168,320
73100 212	212	Medicare	15,892	(1,600)	14,292
73100 299	299	Other Fringe Benefits	7,599	200	7,799
73100 307	307	Communication	5,000	500	5,500
73100 336	336	Maint Repair - Equipment	30,000	(16,000)	14,000
73100 399	399	Other Contracted Services	35,000	22,000	57,000
73100 422	422	Food Supplies	1,400,000	(20,100)	1,379,900
73100 469	469	USDA Commodities	150,000	73,000	223,000
73100 471	471	Software (MSB)	9,000	1,100	10,100
73100 499	499	Other Supplies & Materials	84,140	(13,000)	71,140
73100 524	524	Inservice/Staff Development	10,000	5,000	15,000
73100 599	599	Other Charges	25,000	(9,000)	16,000
73100 710	710	Food Service Equipment	140,000	88,000	228,000
		Total Expenditures	**$3,345,000**	**$0**	**$3,345,000**

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially in August	**School District Records**	1.407	08/18/25
		Rescinds: 1.407	Issued: 10/15/18

The Director of Schools shall maintain all school district records required by law, regulation, and board policy. Any citizen of Tennessee shall be permitted during business hours to inspect public records maintained by the school district unless otherwise prohibited by law. Any citizen of Tennessee may request in writing and receive copies of open public records subject to the payment of reasonable cost.[1,2,3,4]

No records pertaining to individual students will be released for inspection by the public or any unauthorized persons. In addition, information, records, and plans related to security and safety will not be released for public inspection.[5]

All requests to inspect or receive copies of records shall be submitted to the Director of Schools, the district's public records request coordinator and records custodian.[6]

Prior to producing any record, the records custodian shall ensure confidential information is redacted. Original documents remain intact, and confidential information in copies produced for a requestor shall be redacted. The Director of Schools shall develop a procedure to redact confidential information.

REQUESTS FOR INSPECTION[2]

Citizens requesting to inspect public records shall submit their request and a government issued photo identification card with the citizen's address to the district's public records request coordinator during normal business hours. Requests may be made in person, by telephone, electronic transmission, or mail. The coordinator shall submit the information to the appropriate records custodian. The records custodian will contact the citizen and indicate when the records will be available to inspect.

If the records cannot be made available within seven (7) business days, the records custodian shall provide a records production letter indicating the time needed to complete the request.

If the request to inspect is denied, the records custodian shall provide the citizen with a records request denial letter indicating the basis for the denial.

REQUESTS FOR COPIES[2]

Citizens requesting copies of public records shall complete and submit the Records Request Form and a government issued photo identification card with the citizen's address to the district's public records request coordinator during normal business hours. The coordinator shall submit the Records Request Form to the appropriate records custodian.

The records custodian shall provide an estimate of the reasonable costs to produce the requested records. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of

Reasonable Charges found at https://www.comptroller.tn.gov/openrecords/forms.asp shall be used to determine the reasonable cost. The records custodian will provide the citizen with an invoice detailing the charges. The citizen shall pay the estimated reasonable costs by cash or check prior to the district producing the copies.

If the records cannot be made available within seven (7) business days, the records custodian shall provide a records production letter indicating the time needed to complete the request.

If the request for copies is denied, the records custodian shall provide the citizen with a records request denial letter detailing the basis for the denial.

FREQUENT AND MULTIPLE REQUESTS

When the total number of requests for copies made by a requestor within a calendar month exceeds four (4), the requestor may be charged a fee for any and all labor that is reasonably necessary to produce copies of the requested records. Prior to charging a reasonable fee, the requestor shall be notified of this policy and provided with a Notice of Aggregation of Multiple Requestors form. The Tennessee Comptroller of the Treasury, Office of Open Records Counsel Schedule of Reasonable Charges found at https://www.comptroller.tn.gov/openrecords/forms.asp shall be used to determine the reasonable cost. Further, the names of persons inspecting records and the date of inspection shall be recorded.

DENYING REQUESTS FOR NONCOMPLIANCE[7]

Requests to Inspect a Public Record

The district shall deny a request to inspect a public record from any citizen that has:

a. Made two (2) or more requests to view a public record within a six-month period; and

b. For each request failed to view the record within fifteen (15) business days of receiving notification that the record was available.

Requests from this citizen shall be denied for up to six (6) months from the date of the second records request. The district's public records request coordinator may waive this denial if he/she determines that failure to view the record was for good cause.

Requests for Copies of Public Records

The district shall deny a request for copies of a public record from any citizen that has:

a. Been provided with an estimate of the reasonable cost to produce the requested records;
b. Agrees to pay such estimated reasonable cost prior to production of the records; and
c. Fails to pay the actual cost after the records have been produced.

Additional requests from this citizen shall be denied until the original cost is paid.

RECORDS RETENTION

The Director of Schools and/or designee(s) shall retain and dispose of school district records in accordance with the following guidelines:[8]

1. The Director of Schools and/or designee(s) will determine if a particular record is of permanent or temporary value in accordance with regulations promulgated by County Public Records Commission and the Tennessee Institute for Public Services records manual;[9,10]

2. Temporary value records which have been kept beyond the required time may be recommended to the Public Records Commission for destruction;[11,12]

3. The records that the State Librarian and Archivist desire to preserve in their facilities will be transferred to the State Library and Archives. The temporary value records rejected by the State Library and Archives may be transferred to another institution or destroyed;[11,12,13]

4. Permanent records will be kept in some usable form (digital, printed, microfilm, etc.). If the Director of Schools desires to destroy the original permanent record, these records must be reproduced by microfilming or some other permanent reproduction method. Permission to destroy any original permanent record after microfilming follows the same procedure noted above for temporary records;[10,12] and

5. The Director of Schools shall establish procedures to safeguard against the unlawful destruction, removal, or loss of records.[14]

DISTRICT PUBLIC RECORDS REQUEST COORDINATOR[15]

Mike Winstead
Director of Schools
865-982-7121

Legal References

1. TCA 49-2-301(b)(1)(Z)
2. TCA 10-7-503; Public Acts of 2025, Chapter No. 94
3. TCA 10-7-506(a)
4. TCA 49-2-104
5. TCA 10-7-504(p)
6. *Policy Related to Reasonable Charges a Records Custodian May Charge for Frequent and Multiple Requests for Public Records*, Tennessee Comptroller of the Treasury, *available at* https://www.comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf; TCA 10-7-503(a)(1)(B),(C)
7. TCA 10-7-503(a)(7)(A)(vii)
8. TCA 10-7-503(h)(6)
9. TCA 10-7-401
10. TCA 10-7-406; TCA 10-7-301(5),(13)
11. TCA 10-7-404
12. TCA 10-7-413
13. TCA 10-7-414
14. TCA 39-16-504
15. TCA 10-7-503(g)(1)(D)

Cross References

Financial Reports and Records 2.701
Personnel Records 5.114
Student Records 6.600

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially in August	**Charter School Applications**	**1.901**	**08/18/25**
		Rescinds: **1.901**	Issued: **09/18/23**

General

This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to charter schools converting from existing public schools. Proposals from existing charter school operators or replicators and applicants proposing to contract with educational service providers shall be in accordance with state law.[1]

APPLICATION PROCESS

A prospective charter school sponsor shall send the Director of Schools notice of its intent sixty (60) days prior to February 1st of the year preceding the year in which the proposed charter school plans to begin operation as a charter school. The Director of Schools/designee shall determine whether the sponsor has selected the correct application category within ten (10) business days of receiving the letter of intent and notify the sponsor within five (5) business days of a determination that the incorrect application category has been selected.[2]

A sponsor seeking board approval of an initial charter school application shall complete the forms developed by the State Board of Education in coordination with the Tennessee Public Charter School Commission ("the Commission"). The application shall provide all the information required by state law. The sponsor shall demonstrate that the proposed charter school meets the purpose prescribed by state law for the formation of a charter school, and the proposed charter school will be able to implement a viable program of quality education for its students.

Electronic copies of applications shall be submitted to the Board and the Commission on or before 11:59 p.m. Central Time on February 1st of the year preceding the year in which the proposed charter school plans to begin operation as a charter school. If the 1st of February falls on a Saturday, Sunday, or holiday on which the school district offices are closed, applications will be accepted on the next business day on or before 11:59 p.m. Late applications will not be accepted, without exception. The sponsor shall pay an application fee of $2,500.00. The Director of Schools/designee shall report each application received to the Commission no later than ten (10) days after receipt.[2]

The Board shall determine whether an application is complete within ten (10) business days of receiving the application and shall notify the sponsor within five (5) business days of the determination if the application is determined to be incomplete.[3]

REVIEW TEAM[1]

If necessary, the Board shall appoint a review team to assist in reviewing and evaluating charter school applications. The team shall be composed of members of the administrative staff for the district,

community members, and a member of the Board with relevant educational, organizational, financial, and legal experience.

The Board shall require the Director of Schools to develop a procedure for receiving, reviewing, and ruling on applications for the establishment of charter schools by the review team. The procedure shall include a timeline for the application and review process. A copy of the procedure, including the review criteria, shall be available to any interested party upon request.

The review team shall:

1) Evaluate all charter school applications based on the review criteria adopted by state law; and

2) Recommend one of the following options to the Board for each application: approve, reject, or reject with stipulations for reconsideration.[4]

APPROVAL/DENIAL OF APPLICATION[5]

The Board shall rule by resolution on the approval or denial of a charter application within ninety (90) days of receipt of the completed application, or the application shall be deemed approved by state law. The Director of Schools/designee shall report the action taken by the Board to the Department of Education.

Approval

The sponsor of a charter school that is approved by the Board shall enter into a written agreement with the Board, which shall be binding on the charter school's governing body. This agreement, known as the charter agreement, shall be in writing and signed by the sponsor and the Board.

The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state and local allocations or thirty-five thousand dollars ($35,000), whichever is less.[6]

Charter schools approved by the Board are expected to implement the application as submitted and approved. Material variations in operations from the approved application require amendment pursuant to statute and the charter school agreement.[7]

The Board shall not provide services to charter schools that are not requested during the application process except for those services that are required under state or federal law. Services agreed to be provided to the charter school by the Board shall be provided at board actual cost. The Board and charter school shall execute a service contract for any additional services.

New charter school agreements are approved for a ten (10) year period.[8] The Board may revoke or deny renewal of a charter school agreement for any of the reasons enumerated in state law.[9]

Denial

If the initial charter school application is denied, the Board shall notify the sponsor in writing within ten (10) calendar days, specifying the objective reasons for the denial and the deadline by which the sponsor may submit an amended application. Upon written receipt of the grounds for denial, the

sponsor shall have thirty (30) calendar days within which to submit an amended application to correct the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve the amended application, or the application shall be deemed approved by state law.[5]

If the amended charter school application is denied, the Board shall notify the sponsor in writing within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to an appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Charter School Commission.[10]

Legal References

1. TCA 49-13-106; State Board of Education Policy 6.111
2. TCA 49-13-107; Public Acts of 2025, Chapter No. 275; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01-.01(1)(b),(c)
3. TRR/MS 0520-14-01-.01(1)(i)
4. TRR/MS 0520-14-01
5. TCA 49-13-108; Public Acts of 2025, Chapter No. 275; TRR/MSS 0520-14-01
6. TCA 49-13-128
7. TCA 49-13-110(d)-(e); TRR/MSS 0520-14-01
8. TCA 49-13-110(c)
9. TCA 49-13-122
10. TCA 49-13-108(b)(5)

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially in September	**Surplus Property Sales**	2.403	08/18/25
		Rescinds: 2.403	Issued: 08/19/24

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

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

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

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

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

DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS[6]

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

1. Items of equipment with a current per-unit fair market value of less than $10,000 may be retained, sold, or otherwise disposed of with no further obligation to the awarding agency; or

2. Items of equipment with a current per unit fair market value in excess of $10,000 may be retained or sold, and the awarding agency shall have a right to an amount calculated by multiplying the current market value or proceeds from sale by the awarding agency's share of the equipment.

Legal References

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007(b)
3. TCA 1-3-120; Public Acts of 2025. Chapter No. 105
4. TCA 49-6-2007(d)
5. TCA 12-2-403(a)
6. 2 CFR § 200.313(e)

Cross References

Duties of Officers 1.201
Inventories 2.702
Textbooks and Instructional Materials 4.400

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in August	**Library Materials**	**4.403**	**08/18/25**
		Rescinds: **4.403**	Issued: **08/19/24**

General

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

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

STANDARDS[2]

The library collection shall adhere to the following criteria:

1. Materials shall be suitable for and consistent with the educational mission of the school;

2. Materials shall be appropriate for the age and maturity levels of the students who may access them. The determining factor will be based on an assessment of any mature themes or content (i.e., violence, sexual content, vulgar language, substance abuse);

3. Materials shall contain literary, historical, and/or artistic value and merit;

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

5. Materials shall not be removed on the sole grounds that the item is religious.

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

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

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

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

COMPLAINTS[4]

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

1. Inform the complainant of the selection procedures and make no commitments.

2. Request the complainant to submit a Request for Reconsideration of Library Materials form.

3. Inform the principal (and other appropriate personnel).

4. Keep challenged materials available for use during the reconsideration process.

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

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

1. Read, view, or listen to the contested material in its entirety;

2. Check general acceptance of the material by reading recognized and evaluative reviews;

3. Determine the extent to which the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school; and

4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the material for its strength and value.

The principal shall present a recommendation to the Director of Schools. The Director of Schools shall assess the findings along with the recommendation of the principal and present a recommendation to the Board.

The Board shall evaluate the recommendations of the principal and the Director of Schools along with the material to determine whether it is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school. The Board shall review the findings and affirm, overturn, or modify the decision within sixty (60) days from which the original complaint was received.

REMOVAL OF LIBRARY MATERIALS

If it is determined that the material is not appropriate for the age and maturity levels of the students who have access to them or is not suitable for, and consistent with, the educational mission of the school, the material shall be removed from the library collection.

Legal References

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); TCA 49-6-3803
2. TCA 49-6-3803(a),(b); Public Acts of 2025, Chapter No. 270
3. TCA 39-17-901
4. TCA 49-6-3803(e), (f)

Cross References

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

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in September	**Personnel Goals**	**5.100**	**08/18/25**
		Rescinds: **5.100**	Issued: **07/12/21**

The Board recognizes that an efficient staff dedicated to education is necessary to maintain a constantly improving educational program. The Board is interested in its personnel as individuals, and it recognizes its responsibility for promoting the general welfare of the staff.

The Board's personnel goals are:

1. To ensure that the Director recruits and employs the best qualified individuals to staff the school system;
2. To provide compensation, benefits, and working environments sufficient to attract and retain qualified employees;
3. To provide a professional development program for all employees to improve their performance;
4. To conduct an evaluation program that will contribute to the continuous improvement of staff performance;
5. To ensure that personnel are assigned so that they are utilized as effectively as possible;
6. To develop the quality of human relationships necessary to obtain maximum staff performance; and
7. To provide opportunities for a genuine team approach to education, including staff involvement in planning, decision-making, and evaluation.

Legal References

1. TCA 49-1-302(g); Public Acts of 2025, Chapter No. 494

Cross References

School District Goals 1.700

Maryville City Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Issued Date:
Review: Biennially, in September	**Employment of Retirees**	**5.119**	**08/18/25**
		Rescinds: **5.119**	Issued: **07/17/23**

General[1]

The Director of Schools may hire a retired individual if certain conditions are met as provided for in state law. Prior to commencement of reemployment, the Director of Schools shall provide the required employment information to the Tennessee Consolidated Retirement System (TCRS). In order to be eligible for employment after retirement, a TCRS member must comply with the following:

1. The retired member must have a bona fide separation of service which includes a separation of at least sixty (60) calendar; and

2. The retired member may not accrue additional retirement benefits as a result of the member's reemployment and may not draw disability retirement benefits.

The salary paid to a retired individual employed in a certified position will be equal to the rate of compensation set by the Board for teachers with no experience filling similar positions.

EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS[2]

Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers may substitute teach for additional days.

HARD TO FILL POSITIONS[3]

The Director of Schools may contract with retired members for hard to fill positions if the following conditions are met in addition to the general standards above:

1. During the reemployment, the retirement benefit payable to the retiree must be reduced to seventy percent (70%) of the retirement allowance the member would have otherwise been entitled to receive; and

2. The retired member's reemployment must not exceed one (1) year, but the retired member may be reemployed for additional one-year periods per state law.

The Director of Schools shall certify to TCRS that the employee is being rehired in a hard-to-fill position.

Once the retired member is hired, the district shall pay TCRS the greater of: (1) a payment equal to the amount the employer would have contributed to the retirement system during the period of reemployment; or (2) an amount equal to five percent (5%) of the retired member's earnable compensation.

Legal References

1. TCA 8-36-805; TCA 8-36-809; Public Acts of 2025, Chapter No. 159
2. TCA 8-36-805; Public Acts of 2025, Chapter No. 159
3. TCA 8-36-809; Public Acts of 2025, Chapter No. 159

Cross References

Application and Employment 5.106
Substitute Teachers 5.701