Regular Meeting of the Trousdale County Board of Education
Thursday, October 16, 2025
Trousdale County Board of Education
103 Lock Six Road
Hartsville, TN 37074

Attendance Taken at 5:05 PM.

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

1. AGENDA:

1.A. Call to Order - Johnny Kerr, Chairman

1.B. Invocation - Robby Atwood, Board Member

1.C. Pledge of Allegiance - Rachel Petty, Board Member

1.D. Time for Public Comment

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

1.F. Approval of the Agenda for October 16, 2025

Approval of the October 16, 2025 Agenda passed with a motion by Deanna Bode and a second by Robert Atwood.

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

2. CONSENT AGENDA:

2.A. Approval of Consent Agenda for October 16, 2025
Approval of the October 16, 2025 Consent Agenda passed with a motion by Racheal Petty and a second by Chris Woodard.

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

2.B. Approval of Minutes from September 25, 2025

2.C. Approval of Elementary School Fundraiser - Turkey Trot – Attachment A

2.D. Approval of High School FFA Fundraiser - Christmas Wreaths - Attachment B

2.E. Approval of High School Cheerleader Fundraiser - Youth Camp - Attachment C

2.F. Approval 2025-26 TN Investment in Student Achievement (TISA) Accountability Report - Attachment D

2.G. Approval Budget Amendment - 141 72610 Operation of Plant

Amend the 2025-26 141 General Purpose School Budget by debiting Revenue. Amendments are to include:				
DEBIT Equity	39000	Unassigned Fund Balance		7,000.00
GRAND TOTALS				**$7,000.00**
Amend the 2025-26 141 General Purpose School Budget by crediting line item Expenditures. Amendments are to include:				
CREDIT EXPENDITURES	72610	Operation of Plant		
	359	Disposal Fees		7,000.00
GRAND TOTALS				**$7,000.00**

2.H. Approval 2024-25 Strategic Compensation Payments -

3. SCHOOL DISTRICT HIGHLIGHTS:

4. PRINCIPALS' REPORT:

4.A. Trousdale County Elementary School - Ms. Badru was not in attendance due to Parent Teacher Conferences.

4.B. Jim Satterfield Middle School – Mr. Gulley was not in attendance due to Parent Teacher Conferences.

4.C. Trousdale County High School - Mr. Gulley was not in attendance due to Parent Teacher Conferences.

4.D. Student School Board Representative – Student representative, Zoey Vaughn, updated the board about student life and activities. Forty Seniors took the Sr. ACT Retake on October 8th. Football homecoming took place at halftime and senior night took place before the game on Friday, October 3rd, during the Jackson County game. FBLA and Interact students helped the Rotary Club with a pancake breakfast on October 11th. FBLA is planning for the Titan Learning Lab on November 11th. TAPs had 6 students 5 seniors and 1 junior, who passed their certification for TN All Corp Tutoring. This certification is in line for the Tennessee literacy standards for TAPs. This will be helpful as they volunteer in classrooms as part of

their class assignments. Special Education classes are planning their annual trip to the bowling alley this November. FFA placed 13th place regional and 1st place district in the nursery and landscaping competition. The PLOW passing literacy onward kicked off on October 15th. FFA students went to the elementary school and read books and did crafts with 2nd grade students. FFA and FBLA are partnering together for Operation Christmas Child. Volleyball season has ended. Jazmyne Dunn and Mileigh Potts are on all district. Callie Griffin and Maggie Linville are on all tournament. Band is recruiting for Winter Guard and planning for State competition on November 1st.

5. DIRECTORS' REPORT:

5.A. Employment Notifications

Elkins, Brice	Athletic Trainer (December 1 start date)
Kemp, Catherine	180-day Janitor, High School

5.B. Academic and Goal Updates - Dr. Satterfield informed the Bard that present student enrollment is at 1,358 which is 13 less than the same time last year. There are 20 less students at the elementary, 11 more at the middle school and 4 less at the high school. We have completed 55 days of schools. Preparations have been made for Parent Teacher Conferences. Teachers will give parents TCAP results from last year and have conversations about where their students are on the proficiency continuum. Everyone is excited about Fall Break. School will resume on Monday, October 27th. That week will be a four-day week for students. Teachers will have a professional development day on Friday, October 31st. The high school football game against Cannon County will be played on Thursday night, October 30th. Middle School basketball games start after Fall Break with a lot of home games in the months of November and December. October 27th is their first game against Watertown and it is a home game. The State Board of Education will be in our district on November 4th at the high school. They will have student, teacher and administrator panels. They will end the day with a tour at TCAT-Hartsville. Strategic Compensation payments have been approved by the Board. Teachers will get a statement with their payment amount when we get back from Fall Break. Payments will be made on Friday, November 21, 2025. Important dates: No School Friday, October 31st. Thanksgiving Break November 24th -28th. Last day of the semester is December 18th.

5.C. Project Updates - The athletic complex is moving along. The brick and stone work is near completion if not already completed. The window and door frames are completed. They are waiting for the roll up doors to be delivered. They are still working on the electrical conduit and HVAC duck work. The parking lot is taking shape. They have surveyed the islands and entrances and are working on the dumpster pad. Waiting to put the roof on once the vent pipes are in. Weekly maintenance report: They are working on the lights under the awning at the high school. They will paint the speed bumps safety yellow in the high school parking lot. The chiller at the middle school will need to stay a little longer. We ran an experiment last week and although the mornings are cool, it heats up during the day causing classroom temperatures to rise to 79 to 80 degrees. There are some gym doors at the elementary school that are not latching. They have been fixed and repaired. Bus 12 had a single vehicle accident a week ago. It ran into the bank across for Laniey Lou's and damaged

the door. The estimate to fix the door is $20,000.00. We will only have to pay our $500.00 deductible. The bus still has 5 years of service left.

6. OLD BUSINESS

7. NEW BUSINESS:

7.A. New Director of Schools Employment Contract - Attachment E

Motion by Racheal Petty and a second by Deanna Bode to accept New Director Elect Jennifer Cothron's employment contract.

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

7.B. Middle School Chiller Installation Bid - Attachment F

Motion by Robert Atwood and a second by Chris Woodard to accept the chiller installation bid presented by Bransford Electrical & Mechanical Services.

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

7.C. Hartsville Rotary Club – Michael Potts addressed the board to say thank you for the partnership between Trousdale County Schools and the Hartsville Rotary Club. Some things they do for the schools: pass out dictionaries to 3rd grade students, bike give a way for character counts, food drive at all three schools and Christmas for Kids. The interact club has started back up again at the high school. It is an extension of the Rotary Club. Being business minded, they partner with FBLA in activities. Mr. Potts and the Rotary Club are trying to get good kids in the interact club and teach them how to give back to the community.

8. ACCOUNT ANALYSIS:

9. VENDOR CHECKS:

10. EXPENDITURES & ENCUMBRANCES:

11. ADJOURN:

Motion to Adjourn passed with a motion by Deanna Bode and a second by Robert Atwood.

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

John Kerr

Chairperson

Director of Schools

Trousdale County Schools
Request for Fundraising Activity

Attachment A

School: ☒TCES ☐JSMS ☐TCHS

Student Group/Activity: TCES Turkey Trot

Net Amount Expected/Goal: $1,000

Specific Purpose of the Fundraiser:

Raise money for TCES reward day.

Specific Use of the Funds Acquired:

Purchase bouncy house, ice cream, and glow party for rewards for students.

Describe how students will be involved in the fundraising activity:

Students will get pledge donations from people that will be a number amount per lap. Students will then bring their paper back to school the day of the Turkey Trot on 11/20/25 and TCES staff will keep track of the laps that they run in their allotted Activity time schedule. TCES staff will write down the amount of laps that the student did and send the paper back with the student so they are able to collect the amount of money that they need. Student will turn in the money to TCES by 12/5/25

Sponsor's Signature — Date: 10/8/25

Principal's Signature — Date: 10/8/25

Director's Signature — Date: 10/16/25

Board Approved: 10/16/25

Trousdale County Schools
Request for Fundraising Activity

Attachment B

School: ☐TCES ☐JSMS ☐TCHS

Student Group/Activity: Trousdale FFA

Net Amount Expected/Goal: $1,500–$2,000.

Specific Purpose of the Fundraiser:

The fundraiser will support the Trousdale County FFA Chapter by creating and selling Christmas wreaths in the community. This project will provide students with hands-on experience in agricultural mechanics, floral design, and agribusiness while promoting community involvement and holiday spirit. In addition, the fundraiser will help replace funds that were used for the National FFA Convention trip and for purchasing new FFA jackets for members.

Specific Use of the Funds Acquired:

Funds raised will be used to support FFA chapter activities including competition fees, conference travel, leadership development events, and community service projects. A portion will also go toward supplies and materials needed for future classroom and FFA activities.

Describe how students will be involved in the fundraising activity:

Students will actively participate in all stages of the project. They will design and assemble the wreaths, manage sales, market the fundraiser within the school and community, and assist with delivering wreaths to customers. This will give students valuable skills in teamwork, entrepreneurship, communication, and leadership while directly contributing to the success of their FFA Chapter.

Sponsor's Signature — Date: 9/29/2

Principal's Signature — Date: 9/29/25

Director's Signature — Date: 10/16/25

Board Approved: 10/16/25

Trousdale County Schools
Request for Fundraising Activity

Attachment C

School: ☐TCES ☐JSMS XTCHS

Student Group/Activity: TCHS Cheer

Net Amount Expected/Goal: TBA ($50 per camper)

Specific Purpose of the Fundraiser:

Purpose is to raise money for the TCHS Cheer team and to build interest in cheerleading for younger girls

Specific Use of the Funds Acquired:

Funds will go to buy paint, poms, and other essentials for the cheer squad

Describe how students will be involved in the fundraising activity:

Students will be teaching fundamentals and a dance to the girls that sign up. Then the TCHS cheerleaders will perform with the younger girls at a halftime basketball game. Event will be held on a Saturday December 6th. Game event will be in December or January.

Sponsor's Signature — Date: 10/17/25

Principal's Signature — Date: 10/17/25

Director's Signature — Date: 10/16/25

Board Approved: 10/16/25

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

Overview

The Tennessee Investment in Student Achievement (TISA) public school funding formula marks a significant change in how Tennessee invests in public education. The TISA funding formula updates the way Tennessee funds public education for the first time in over 30 years to empower each student to read proficiently by third grade, prepare each high school graduate for postsecondary success, and provide resources needed for all students to ensure they succeed.

As part of TISA, T.C.A. § 49-3-112 requires each school district, starting in the 2023-24 school year, to submit an annual accountability report to the Tennessee Department of Education (department). This report must include:

- Goals for student achievement: One of the goals must include the district's plan to pursue the goal of seventy percent (70%) or more of the district's third grade students to score "met expectations" or "exceeded expectations" on the English Language Arts (ELA) portion of the TCAP tests. This goal must also detail the district's goal to increase 3rd grade ELA proficiency rates by 15% of the gap over the next three years (starting with the 2022-23 TCAP results) to achieve the district's stated goal of at least 70% of 3rd grade students proficient in ELA.
- Explanation of how the district's stated goals can be met within the district's budget.
- For reports submitted **starting in the 2024-25** school year, a description of how the district's budget and expenditures from the prior school year enabled the district to make progress toward the stated student achievement goals

Each district's TISA accountability report is required to be presented to the public for review and comment before the report is submitted to the department. Additionally, the TISA Accountability must be presented for local school board approval. The report must be submitted annually to the department by November 1st.

Furthermore, each district's TISA accountability report is required to be reviewed annually by the TISA Progress Review Board pursuant to T.C.A. § 49-3-114 to determine whether the school district is taking the proper steps to achieve their stated goal.

For questions, please review the TISA Accountability Report Guidance document or contact tnedu.funding@tn.gov.

Completed reports should be submitted in ePlan by **November 1, 2025**.

Resources

Click here to open the guide.

Attachment D

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

Cover Page

* District Name
Trousdale County

* Director of Schools Name
Clint Satterfield

* District Point of Contact for TISA Accountability Report Name
Clint Satterfield

* District Point of Contact for TISA Accountability Report Phone Number
615-374-2193

District Point of Contact for TISA Accountability Report Email Address
clintsatterfield@tcschools.org

57.3 % of 3rd grade students who scored proficient ("met expectations" or "exceeded expectations") on the English Language Arts (ELA) portion of the most recent spring TCAP

Documents

Type	Document Template	Document/Link
(TISA) Previous Year Report	N/A	(TISA) Previous Year Report

Resources

Click here to open the guide.

District Goal Statements

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

Goal Statement 1: - 3rd Grade ELA Proficiency

70 %	of students will score proficient on the 3rd grade ELA TCAP by	Year 2030

District Goal Statements

Goal Number	GOAL STATEMENT(S)
Goal 2	Trousdale County Schools will increase grades 4-8 TCAP ELA proficiency rates by 10% from 46.1% in 2023 to 56.1% over the next five years.
Goal 3	Trousdale County Schools will increase grades 4-8 TCAP Math proficiency rates by 8.1% from 56.9% in 2023 to 65.0% over the next five years.
Goal 4	Trousdale County Schools will increase high school Ready Graduate rates by 6.9% from 83.1% in 2023 to 90.0% over the next five years. *This goal is no longer applicable.
Goal 5	(New Goal) Trousdale County Schools will increase TISA High School Outcomes (Goal 1) by 7.4% per year from 60.4% in 2024 to 90.0% over the next four years.
Goal 6	

Note: This is a required goal pursuant to T.C.A. § 49-3-112 and must include 70% or more of 3rd grade students proficient on the ELA TCAP. If your district already has 70% or more of 3rd grade students proficient in ELA, please state a goal that either maintains or increases that proficiency rate.

Goal #1

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

Goal Statement 1: 3rd Grade ELA Proficiency

70 %	of students will score proficient on the 3rd grade ELA TCAP by	Year 2030

District Goal 1

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	44.9%	TCAP ELA School Assessment File-3rd grade-All Students
Year 2: 2024-2025 school year (Use actual outcome)	57.3%	TCAP ELA School Assessment File-3rd grade-All Students
Year 3: 2025-2026 school year	52.24%	TCAP ELA School Assessment File-3rd grade-All Students
Year 4: 2026-2027 school year	58.16%	TCAP ELA School Assessment File-3rd grade-All Students
Year 5: 2027-2028 school year	64.08%	TCAP ELA School Assessment File-3rd grade-All Students

* Check the response that best describes the progress made on the 2024-25 target toward Goal 1.

- (●) Exceeded target
- ( ) Met target
- ( ) Increased but did not meet target
- ( ) Did not make progress toward target
- ( ) End of year outcome data for 2024-25 is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

We exceeded our original 3rd grade ELA proficiency goal of 51.19% to 57.3% in the past 2024-25 school year. This increase of 6.11% in a single year encourages us to "stay the course" by continuing to strategically utilize TISA funds in the support of early reading instruction (grades PreK-3rd grade).

Goal 1 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.

- Improvements to baseline teacher compensation in order to hire and retain highly effective teachers in grades (PreK - 3rd grade). $62,451.00 - Purchase of Mastery Connect to provide 9-week common formative assessments in reading and mathematics for grades 2 - 5. $13,875.52 - Addition of an licensed full-time substitute teacher to provide continuity of reading for grades K-5. $63,885.50	$ 140,212.02	- Teacher retention for the 2024-25 is 92% which is the highest in the past several years. This is partially attributed to the increases to baseline teacher compensation. - 3rd grade proficiency rates for 2024-25 exceed 57.0% which are the highest in the history of the school. - School administrators have identified the licensed full-time substitute teacher as a contributing benefit 3rd grade literacy success as it provides for an uninterrupted continuity of instruction when early grade teachers are absent.

Action Plan: List detailed strategies for the 2025-2026 school year that will be implemented to meet your annual target.

Over the past several years, our school district has demonstrated the discipline to "stay the course" with its adopted high-quality curriculum and materials coupled with on-going, year-round professional development based on the science of reading. Our success validates our decision to continue to utilize our TISA funding to:
1) Employ a licensed full-time substitute teacher to provide a continuity of reading and math instruction when early grades teachers are absent, $67,841.00
2) Continue to increase baseline teacher compensation although we have already met the 2026-27 minimum goal of $50,000 one year early, $93,676.50
3) Continue to utilize Mastery Connect to provide 9-week common formative benchmark assessments for all students in grades 2-5, $9,891.02

Budget Narrative: Describe how your district intends to use their budget to execute the strategies and meet the stated goal.

We intend of utilize our 2025-26 TISA funding by:
- Continuing to provide improvements to baseline teacher (PreK-3rd grade) compensation.
- Continued utilization of Mastery Connect common formative benchmark assessments in both reading and math for grades 2-EOC.
-Continued employment of a licensed full-time substitute teacher to provide a continuity of reading instruction in grades PreK-3 grade.

Goal #2

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

Goal Statement 2:

Trousdale County Schools will increase grades 3-8 TCAP ELA proficiency rates by 10% from 46.1% in 2023 to 56.1% over the next five years.

District Goal 2

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	44.5%	District Assessment File_ALL Grades_ALL Students
Year 2: 2024-2025 school year (Use actual outcome)	48.7%	District Assessment File_ALL Grades_ALL Students
Year 3: 2025-2026 school year	52.1%	District Assessment File_ALL Grades_ALL Students
Year 4: 2026-2027 school year	54.1%	District Assessment File_ALL Grades_ALL Students
Year 5: 2027-2028 school year	56.1%	District Assessment File_ALL Grades_ALL Students

* Check the response that best describes the progress made on the 2024-25 target toward Goal 2.

- ○ Exceeded target
- ○ Met target
- ◉ Increased but did not meet target
- ○ Did not make progress toward goal
- ○ End of year outcome data for the 2024-25SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

We increased our 2024-25 3-8 ELA proficiency target by 1.4% from 44.5% to 48.7% but failed to meet our original proficiency target of 50.1%. Only missing our target by 1.4% encourages us to continue our present practices while conducting an analysis of teacher effectiveness to identify how we can best support on-going professional development throughout the school year.

Goal 2 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.

Grades 3-8 ELA proficiency rate of 48.7% exceeds the state average in every grade level. Although we only missed our 2024-25 target by 1.4%, the district will continue to support best practices to ensure we meet our 2027-28 goal of 56.1%. 1) Improvements to baseline teacher compensation in order to hire and retain highly effective reading teachers in grades 4-8. $16,191.00, 2) Purchase of Mastery Connect to provide 9-week common formative assessments in reading for grades 4-8. $6,382.74 3) AfterSchool reading tutors to support the TN Literacy Success Act tutoring requirement for all students promoted via a pathway provision. $10,758.92	$ 33,332.66	- Teacher Retention for the 2024-25 school year is 92% which is the highest it has been in the past several years. - 3-8 ELA proficiency rates exceed 48.0%; however, grades 3-5 TVAAS results are below the Level 3 expected growth measure. - 100% of all Literacy Success pathway students who were required to participate in TN All Corp tutoring were promoted to the 5th grade at the end of the 2024-25 school year. 50% of those students demonstrated adequate growth.

Action Plan: List detailed strategies for the 2025-2026 school year that will be implemented to meet your annual target.

- Improvements to baseline teacher compensation in order to hire and retain highly effective reading teachers in grades 4-8. $18,504.00
- Purchase of Mastery Connect to provide 9-week common formative assessments in reading for grades 4-8. $3,191.37
- AfterSchool reading tutors to support the TN Literacy Success Act tutoring requirement for all 4th grade students promoted via a pathway provision. $10,758.92
- Addition of (1) ELA teacher for grades 6-8 to reduce student-teacher rations and support reading interventions. - $80,568.00

Budget Narrative: Describe how your district intends to use their budget to execute the strategies and meet the stated goal.

We intend to utilize our 2025-26 TISA funding by:
- Continuing to provide improvements to baseline teacher (ELA grades 4-8) compensation.
- Continued utilization of Mastery Connect common formative benchmark assessments in grades 4-8 reading.
- Continuing to utilize TN All Corps tutors for students who were promoted to the 4th grade via the pathway provision.
- Continue to utilize the additional grade 6-8 ELA teacher to reduce student-teacher ratios and provide tiered intervention supports for all students.

Goal #3

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

☐ This goal not established.

Goal Statement 3:

Trousdale County Schools will increase grades 3-8 TCAP Mathematics proficiency rates by 8.1% from 56.9% in 2023 to 65.0% over the next five years.

District Goal 3

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	56.8%	850_2025_DistrictAssessmentFile_All Grades_All Students
Year 2: 2024-2025 school year (Use actual outcome)	55.1%	850_2025_DistrictAssessmentFile_All Grades_All Students
Year 3: 2025-2026 school year	61.5%	850_2025_DistrictAssessmentFile_All Grades_All Students
Year 4: 2026-2027 school year	63.5%	850_2025_DistrictAssessmentFile_All Grades_All Students
Year 5: 2027-2028 school year	65.0%	850_2025_DistrictAssessmentFile_All Grades_All Students

* Check the response that best describes the progress made on the 2024-25 target toward Goal 3.

- ○ Exceeded target
- ○ Met target
- ○ Increased but did not meet target
- ◉ Did not make progress toward goal
- ○ End of year outcome data for the 2024-25SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

We were unable to meet our original 3-8 Math proficiency target of 60.5% during the 2024-25 school year. Our 3-8 Math proficiency rate in 2024-25 was 55.1%; therefore missing our target by 5.4%. We have analyzed both our achievement and growth results and have identified the grades (grades 4-5) and the teachers who need additional supports in the 2025-26 school year.

Goal 3 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.

- Improvements to baseline teacher compensation in order to hire and retain highly effective math teachers in grades 4-8. $16,191.00 - Purchase of Mastery Connect to provide 9-week common formative assessments in mathematics for grades 4-8. $3,191.37 - Addition of an licensed full-time substitute teacher to provide continuity of mathematics instruction for grades 4-8. $63,885.50	$ 83,267.87	- Teacher retention for the 2024-25 school year is 92% which is the highest it has been in the past several years. Evidence indicates that TISA increases to teacher compensation have played an important role in teacher retention. - 3-8 math proficiency rates are acceptable at 55.1%; however, our proficiency rate has not increased from the 2023-24 high of 56.8%. Our data analysis has identified that neither our 4th nor 5th grade reached their AMO targets of 49.5% which are contributing factors to the drop in 3-8 overall achievement from 2023-24. TVAAS growth results also identified that both of these grade levels scoring at a Level 1 in 2024-25. - Administrators report that the licensed full-time substitute teacher recently added in 2024-25 at the middle school (grades 6-8) has been a contributing factor in providing continuity of instruction that results in preventing the loss of quality instructional time.

Action Plan: List detailed strategies for the 2025-2026 school year that will be implemented to meet your annual target.

We exceed state proficiency levels in all grades (3-8) except 5th grade where we were 5.3% below the state average. In addition to providing weekly walkthrough observations coupled with feedback sessions using the IPG evaluation instrument, the district will:
1) Continue to provide improvements to baseline teacher compensation in order to hire and retain highly effective math teachers in grades 4-8 although the district has already met the 2026-27 minimum goal of $50,000 a year earlier, $18,504.00

2) Continue to utilize Mastery Connect to provide 9-week common formative mathematics assessments for grades 4-8. $10,490.48

3) Continue to employ a licensed full-time substitute teacher to provide a continuity of math instruction when teachers are absent. $67,841.00

4) - Employ (1) additional Math teacher for grades 6-8 to reduce student-teacher ratios and to provide tiered interventions for all students. $58,325.00

-

Budget Narrative: Describe how your district intends to use their budget to execute the strategies and meet the stated goal.

We intend to utilize our 2025-26 TISA funds by:

- Continuing to provide improvements to baseline teacher (Math grades 4-8) compensation.

- Continued utilization of Mastery Connect to provide common formative benchmark assessments in grades 4-8.

- Employ an additional math teacher (grades 6-8) in order to reduce student-teacher ratios and provided tiered math interventions for all students.
-

Goal #4

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

☐ This goal not established.

Goal Statement 4:

Trousdale County Schools will increase high school Ready Graduate rates by 6.9% from 83.1% in 2023 to 90% over the next five years.

This goal is no longer applicable.

District Goal 4

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	78.5%	Ready Graduate-District Level-All Students file
Year 2: 2024-2025 school year (Use actual outcome)	69.7% (2024-2025)	Ready Graduate-District Level-All Students file
Year 3: 2025-2026 school year	87.5%	
Year 4: 2026-2027 school year	88.5%	
Year 5: 2027-2028 school year	90..0%	

* Check the response that best describes the progress made on the 2024-25 target toward Goal 4.

- ○ Exceeded target
- ○ Met target
- ○ Increased but did not meet target
- ◉ Did not make progress toward goal
- ○ End of year outcome data for the 2024-25SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

Although we did not meet our original Ready Graduate goal of 86.0% in the most recent 2024-25 school year, we demonstrated a 69.7% Ready Graduate rate which exceeds the federal absolute performance goal of 40.0% by 29.7%.

Since state accountability seems to be moving away from the Ready Graduate indicator, we have decided to switch to a college and career ready metric that best aligns with the future of the state's accountability model. Therefore for the 2025-26 school year we will establish a new College and Career Readiness (CCR) metric that includes criteria which is more aligned towards post-secondary success such as ACT, ASVAB, and Early Post Secondary Opportunities.

Goal 4 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.
- Improvement to teacher compensation $62,991.00 - Utilization of 9-week common formative benchmark assessments $10,592.00 - Utilization of Cambridge ACT preparation curriculum & materials $12,000.00 - ACT coach/preparation teacher $34,243.37 - Teaching As a Profession (TAP) teacher $10,147.50 - Chromebooks to support online ACT administration $38,729.00	$ 168,702.87	Although we did not meet our lofty goal of meeting a Ready Graduate rate of 86.0%, we did surpass the federal Ready Graduate absolute performance goal of 40.0% by 29.7% which indicates that our TISA funding for multiple ACT supports is effective for preparing students for post-secondary success.

Action Plan: List detailed strategies for the 2025-2026 school year that will be implemented to meet your annual target.

N/A Changing this goal.

Budget Narrative: Describe how your district intends to use their budget to execute the strategies and meet the stated goal.

N/A Changing this goal.

Goal #5

Trousdale County (850) Public District - FY 2026 - TISA Accountability Report - Rev 0

☐ This goal not established.

Goal Statement 5:

Trousdale County Schools will increase its TISA High School Outcomes Goal 1 rates by 7.4% per year from 60.4% in 2024 to 90.0% over the next four years (2024-28)

District Goal 5

Year	Annual Outcome Target(s)	Associated Metrics/Data
Year 1: 2023-2024 school year (Previous outcome)	N/A	
Year 2: 2024-2025 school year (Use actual outcome)	67.8%	850_districtTISA
Year 3: 2025-2026 school year	75.2%	850_districtTISA
Year 4: 2026-2027 school year	82.6%	850_districtTISA
Year 5: 2027-2028 school year	90.0%	850_districtTISA

* Check the response that best describes the progress made on the 2024-25 target toward Goal 5.

- ○ Exceeded target
- ○ Met target
- ○ Increased but did not meet target
- ○ Did not make progress toward goal
- ◉ End of year outcome data for the 2024-25SY is unavailable at the time of this report

Reflection: Based on progress toward the goal, how will this impact your action plan for the coming years?

N/A new goal

Goal 5 Prior Year Report: 2-3 Prior year, major TISA investments made toward this goal

Major TISA Investment	Expended Amount (Rough Estimate)	Reflection of whether the investment contributed to progressing toward the goal or not, and how so.
N/A new goal	$ 0.00	N/A new goal

Action Plan: List detailed strategies for the 2025-2026 school year that will be implemented to meet your annual target.

Although we are changing the goal from Ready Graduate to TISA High School Outcome Goal 1 from the pervious Ready Graduate goal from 2024-25, the strategies are compatible with those used in prior years to meet ready graduate indicators.

Budget Narrative: Describe how your district intends to use their budget to execute the strategies and meet the stated goal.

We intend to use our 2025-26 TISA funding by:
- Continuing to provide improvements to baseline teacher (33 teachers in grades 9-12) compensation. $114,493.5
- Continued utilization of Mastery Connect common formative benchmark assessments $9,591.30
- Continued utilization of Mastery Prep ACT preparation curriculum & materials $6,300.00
- Continued employment of ACT coach/tutor for ACT preparation $88,016.76
- Continued employment of Teaching As a Profession (TAP) teacher $44,078.59
-Continued employment of a licensed full-time substitute teacher to provide a continuity of learning in reading and mathematics $67,841.00

Attachment E

CONTRACT OF EMPLOYMENT BETWEEN

Jennifer Cothron
AND THE
TROUSDALE COUNTY BOARD OF EDUCATION

This Employment Contract is entered into this 16th day of October 2025 by and between, the Trousdale County Board of Education, hereinafter called the "BOARD", and Jennifer Cothron, hereinafter called the "DIRECTOR". The BOARD and the DIRECTOR for the consideration herein specified, agree as follows:

1. TERM OF CONTRACT: The contract will begin on January 1, 2026, and shall end June 30, 2028. Any extensions of this contract shall be reflected in the minutes of the BOARD and shall be reduced to writing and appended to this contract.

2. DUTIES: The DIRECTOR shall have full charge of the administration of the schools under the direction of the BOARD. She shall perform the duties specified in Tennessee Code Annotated as well as those listed in the job description for the DIRECTOR as adopted by the BOARD, or as it may be amended from time to time during the term of this contract. Such job description and any amendments made thereto are hereby incorporated in this contract by reference as if fully stated herein. The DIRECTOR shall adhere to the policies promulgated by the BOARD and shall have full authority to enforce such policies. Additionally, the DIRECTOR shall have full authority to organize the Central office as she deems necessary, consistent with board policy and applicable law. The Director will also serve as Secretary to the Board and ensure all duties performed as Board Secretary are accurate and up to date. Duties include, but are not limited to: creating an agenda, recording of board meetings, and serving as a liaison between TSBA and board members.

3. PROFESSIONAL CERTIFICATION: The DIRECTOR shall maintain and furnish to the BOARD evidence of possession of a valid and appropriate license or other qualifications to act as Director of Schools consistent with the law of the State of Tennessee.

4. RESIDENCY: The DIRCTOR shall reside within the boundaries of Trousdale County throughout the term of the contract. The contract will be voided if the DIRECTOR does not meet the residency requirement. Hospitalization or rehabilitation will not constitute a change of residency.

5. COMPENSATION: The BOARD shall pay the DIRECTOR an annual salary in the amount of $125,000.00 per year for the duration of the contract period. In no event shall the DIRECTOR'S salary be reduced below the set amount in this contract, except as provided by State law. The BOARD may from time to time increase the DIRECTOR'S salary and, in doing so shall adhere to the requirements of State law. If an adjustment in salary is made during the term of this Contract, all provisions of this Contract, including its termination date unless extended by the BOARD, shall remain as stated herein and

shall be reflected in the minutes of the BOARD and reduced to writing and appended to this contract.

6. Nepotism: The Board shall not employ any teacher or other employee if such person is related to the Director of Schools or a member of the Board. This shall not apply to any person within such relationship who has been regularly employed by the Board prior to the inception of the relationship or a board member's election. The terms "related to" and "relative" include the following relationships: spouse, parent, parent-in-law, child, son-in-law, daughter-in-law, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece, or any person who resides in the same household.

7. CELL PHONE: The BOARD shall provide the DIRECTOR with a cell phone and all expenses involved in the use of the said cell phone for the DIRECTOR to carry out her official duties. The DIRECTOR may use the cell phone for personal use so long as the personal use does not cause the established plan to be exceeded.

8. EXPENSES: The BOARD shall reimburse the DIRECTOR for all actual and necessary travel and other expenses required in the performance of the official duties during employment under this Contract subject to the amount of funds budgeted by the BOARD for the DIRECTOR. When the DIRECTOR uses her personal automobile for official duties, she shall be reimbursed for expenses related thereto at the rate established by the State of Tennessee for government service. An itemization of expenses shall be required and shall precede any expense reimbursement. The Director shall make use of Board purchased vehicles whenever practical.

9. BENEFITS: The DIRECTOR shall be eligible to participate in, on the same terms and conditions as other officers and employees, all benefits, including retirement benefits, established for the employees of the BOARD and the BOARD agrees to provide the following benefits to the DIRECTOR and at BOARD expense:

   The DIRECTOR shall become a member of the Tennessee Consolidated Retirement System in the same manner as all other employees of the BOARD. The school district's contribution toward the DIRECTOR'S membership in the retirement shall be the same as for all other full-time employees.

10. PROFESSIONAL LIABILITY: The BOARD shall maintain liability insurance covering alleged wrongful acts and omissions of the BOARD and of the DIRECTOR in the scope of her employment with the BOARD. The BOARD shall, to the extent permitted by law, directly or through insurance, defend the DIRECTOR, bear defense costs, and indemnify and hold the DIRECTOR harmless on demands, claims, and legal proceedings brought by third parties against the DIRECTOR in her official capacity as an agent and employee of the BOARD, except that this obligation of the BOARD shall not exist with respect to violations of criminal law, improper personal gain, or willful misconduct, and in no event will individual BOARD members be considered liable for

indemnifying the DIRECTOR against such demands, claims, and legal proceedings.

11. MEMBERSHIP DUES: The BOARD shall pay all dues in any professional societies or associations that are reasonably related to the director's duties as director of schools, and of which the DIRECTOR is a member, including, but not limited to AASA, TOSS and the Chamber of Commerce. The BOARD shall reimburse the DIRECTOR for expenses in attending functions as provided for in the DIRECTOR'S travel budget. The BOARD must first approve memberships except for those organizations listed by name in this paragraph.

12. PROFESSIONAL GROWTH: The BOARD encourages continuous growth, promotion, development, and advancement of the Trousdale County School System and provided such participation does not interfere with performance of her duties as director of schools, the BOARD promotes the continued professional growth of the DIRECTOR through participation in:

    a. The operations, programs and other activities conducted or sponsored by local, state and national school administration and school board associations.

    b. Seminars and courses offered by public or private educational institutions.

    c. Informational meetings with other persons whose particular skills or backgrounds would serve to improve the capacity of DIRECTOR to perform her professional responsibilities for the BOARD

    d. Visits to other schools and institutions.

13. VACATION AND LEAVE: The DIRECTOR shall be entitled to (18) vacation days, and up to two (2) days of bereavement leave, each year per board policy. Additionally, the DIRECTOR shall be entitled to receive the (2) personal days provided by statute to licensed employees of the BOARD.

14. SICK LEAVE: The DIRECTOR shall be granted one (1) day sick leave for each month of employment. Sick leave days shall be cumulative and unused sick leave days may be used for retirement credit in accordance with the policies of the Tennessee Consolidated Retirement System and Trousdale County Board of Education. Upon termination of the contract, the DIRECTOR shall be compensated at the same rate of pay per day as the BOARD may offer to all other retirees for the balance of sick leave on file at retirement.

15. ACCUMULATED LEAVE: The DIRECTOR shall be allowed to carry forward not more than (15) vacation days to a new fiscal year. All accumulated vacation days in excess of (15) shall be transferred to sick leave days.

16. MEDICAL EXAMINATION: Upon the request of the BOARD, the DIRECTOR hereby agrees to submit to a comprehensive medical examination by the DIRECTOR'S physician. The physician's statement shall serve to certify the physical and mental competency or in-competency of the DIRECTOR and shall be filed with the Chairperson of the BOARD. The cost of the said medical examination shall be borne by the BOARD. In the event the DIRECTOR shall be unable to perform herobligations as DIRECTOR for ninety (90) days or longer due to mental or physical illness or incapacity per the above mentioned physician statement, the BOARD, at its option may terminate this agreement and thereby shall be released from all further obligations contained thereunder.

17. PERFORMANCE EVALUATION: The BOARD will conduct an evaluation of the DIRECTOR annually but no later than the 31st of December each calendar year during the term of this Contract. The BOARD shall review with the DIRECTOR the DIRECTOR'S performance as DIRECTOR; including the DIRECTOR'S progress towards goals established by the BOARD and the DIRECTOR'S Evaluation Survey (Appendix A). The Evaluation Survey shall be deemed to be part of this contract and is incorporated herein by referenced, as if specifically set forth. The evaluation shall include recommendations as to areas of improvement in all instances where the BOARD deems performance to be unsatisfactory.

18. A copy of the written evaluation shall be delivered to the DIRECTOR. The option to renew the DIRECTOR'S contract maybe exercised during the annual evaluation. Further, the BOARD may meet with the DIRECTOR at a subsequent date, not later than (3) months from the date of the evaluation, in order to determine whether or not the DIRECTOR has maintained compliance and improvement for such areas of performance of which the BOARD deemed to be unsatisfactory. If it is determined, at such follow-up meeting, that there is no further review necessary, then there will be no further evaluation during that year. If, however, it is determined that the DIRECTOR has not satisfactorily improved, or has not met objectives, then the BOARD may take such action as it deems necessary to ensure compliance.

19. OPTION TO EXTEND CONTRACT: The BOARD may renew the term of this Contract during the annual evaluation process with the concurrence of the DIRECTOR, as allowed by law. However, unless the BOARD acts on or before the 31st of January 2028 to extend the Contract, such failure to act shall serve as notice to the DIRECTOR that the BOARD does not intent to renew the Contract.

20. TENURE: It is expressly understood that the DIRECTOR retains tenure as a teacher in the Trousdale County School system upon termination of this Contract.

21. UNILATERAL TRANSFER/TERMINATION by BOARD: The BOARD shall not have the option to transfer the DIRECTOR to any other position within the school system for the duration of this contract. The BOARD may, at its option, unilaterally terminate this Contract. In the event of such termination the BOARD shall pay the DIRECTOR for the remaining term of the Contract in bi-monthly payments plus any benefits and performance bonuses including continued liability insurance because of suits that maybe filed after such contract is terminated.

22. UNILATERAL TRANSFER/TERMINATION by DIRECTOR: The DIRECTOR may, at her option, and by a minimum of ninety (90) days notification to the BOARD, unilaterally terminate this contract. In the event of such termination, the DIRECTOR shall have no right or entitlement to any severance pay and shall be entitled only to the salary and benefits accrued and unpaid as of the date of the effective date of her resignation.

23. REMOVAL FROM OFFICE: This Contract shall be terminated if the State Board of Education, in accordance with the provisions of Title 49, Chapter 1 of the Tennessee Code Annotated as enacted or hereafter amended, orders the removal of the DIRECTOR. If such removal is ordered, the DIRECTOR shall be entitled to no further benefits or compensation under the terms of the Contract.

24. REFERRALS TO DIRECTOR: The BOARD of Education, either collectively, or individually, shall promptly refer to the DIRECTOR, for the DIRECTOR'S study and recommendation, all criticisms, complaints and suggestions called to their attention relative to the DIRECTOR or the school district which the BOARD member (s) reasonably believe(s) to be of significance.

25. LOYALTY: The DIRECTOR shall devote full time, attention, knowledge and skills solely and exclusively to the business and interests of the BOARD of Education and the Trousdale County School District. The DIRECTOR may, however, undertake speaking engagements, class work or other activities which do not interfere with the discharge of the DIRECTOR'S duties and responsibilities. Any outside activity as defined herein that requires more than (3) days' absence from the central office shall be approved in advance by the Chairperson of the BOARD.

26. RESOLUTION OF CONTRACT DISPUTES: If a dispute regarding the terms of this Contract cannot be resolved between the parties, such dispute shall be heard in Chancery Court with jurisdiction in Trousdale County and shall be construed and enforced under and in accordance with the laws of the State of Tennessee.

27. ENTIRE AGREEMENT AND ADMENDMENT: This Contract contains the entire understanding of the parties and may be altered, amended or canceled only by the mutual agreement of the parties. In order for any amendment to be binding, it must be signed by all parties, and attached to the original agreement.

28. BINDING EFFECT: This Contract shall be binding upon and inure to the benefit of the BOARD, its successors and assigns, and shall be binding upon the DIRECTOR, her administrators, executors, legatees, heirs and assigns.

IN WITNESS HEREOF, the BOARD has caused this contract to be executed in its name by its Chairman, attested by its Vice-Chairperson and the DIRECTOR has approved this Contract effective on the day and year specified within the introductory paragraph of this document.

John Kerr, Chairman

Racheal Petty, Vice Chairperson

Jennifer Cothron, Director of Schools

This Contract was approved by vote of the school district board at a public meeting duly held on October 16, 2025 and has been made part of the minutes for that meeting.

John Kern, Chairman

Sworn to and subscribed before me, a Notary Public, on this the 16th day of October, 2025

ANGIE WILLIAMS
STATE OF TENNESSEE NOTARY PUBLIC
COUNTY OF TROUSDALE

Angie Williams
NOTARY PUBLIC

My commission expires: 08/29/2029

Appendix A: Director's Evaluation Survey

BOARD RELATIONSHIPS	Significantly Below Expectations	Below Expectatio	At Expectations	Above Expectatio	Significantly Above Expectations
1. Keeps all board members informed on issues, needs, and operation of the school system.	1	2	3	4	5
2. Supports board policy and actions to the public and staff.	1	2	3	4	5
3. Has a harmonious relationship with the board.	1	2	3	4	5
4. Upon request, provides clear explanations of alternatives for recommendations	1	2	3	4	5
5. Works toward creating and maintaining a high degrees of understanding and respect between staff and the board.	1	2	3	4	5
6. Advises the board on need for new or revised policies.	1	2	3	4	5
7. Refrains from criticizing the board or members of the board.	1	2	3	4	5
8. Exercises good judgement and objectivity in making recommendations.	1	2	3	4	5
9. Offers professional advice to the board on items requiring board action, with appropriate recommendations based on through study and analysis	1	2	3	4	5
10. Understands and executes the intent of board policy.	1	2	3	4	5
11. Seeks and accepts constructive criticism of his work.	1	2	3	4	5
12. Keeps board informed on employment, Promotion, and dismissal of personnel.	1	2	3	4	5
13. Is an effective spokesman for the school system.	1	2	3	4	5

Appendix A: Director's Evaluation Survey

COMMUNITY RELATIONS	Significantly Below Expectations	Below Expectations	At Expectations	Above Expectations	Significantly Above Expectations
14. Is respected and supported by the community in conducting the operation of the schools.	1	2	3	4	5
15. Builds public support for the school district.	1	2	3	4	5
16. Defends principals in the face of pressure or partisan influence.	1	2	3	4	5
17. Develops cooperative relationships with the news media.	1	2	3	4	5
18. Participates actively in community life and events.	1	2	3	4	5
19. Achieves status as a community leader in public education.	1	2	3	4	5
20. Works effectively with public and private agencies.	1	2	3	4	5
21. Establishes strong relationships with public and private agencies	1	2	3	4	5

Appendix A: Director's Evaluation Survey

STAFF AND PERSONNEL RELATIONSHIPS	Significantly Below Expectations	Below Expectations	At Expectations	Above Expectations	Significantly Above Expectations
22. Develops good staff morale and loyalty to the school system.	1	2	3	4	5
23. Treats all personnel fairly, without favoritism or discrimination, while insisting on performance of duties.	1	2	3	4	5
24. Delegates authority to supervisors appropriate to the position each holds.	1	2	3	4	5
25. Recruits and assigns the best available personnel.	1	2	3	4	5
26. Represents the best interests of the board in working with teachers and their organization.	1	2	3	4	5
27. Solicits input from staff in planning.	1	2	3	4	5
28. Maintains up-to-date job descriptions of all Personnel.	1	2	3	4	5
29. Ensures that adequate planning and evaluation of curriculum and instruction occurs.	1	2	3	4	5
30. Develops and empowers supervisors, resulting in an effective educational team.	1	2	3	4	5
31. Possesses a vision and communicates a mission for the school system.	1	2	3	4	5

Appendix A: Director's Evaluation Survey

EDUCATIONAL LEADERSHIP	Significantly Below Expectations	Below Expectations	At Expectations	Above Expectations	Significantly Above Expectations
32. Understands and keeps informed regarding all aspects of the instructional program.	1	2	3	4	5
33. Participates with staff, board, and community in studying, problem solving, and developing curriculum and instructional improvements.	1	2	3	4	5
34. Organizes a planned program of staff evaluation and improvement.	1	2	3	4	5
35. Models the highest professional standards to staff and community.	1	2	3	4	5
36. Is an effective advocate of lifelong learning.	1	2	3	4	5
37. Creates an environment which encourages staff to constantly strive for improvement	1	2	3	4	5
38. Incorporates technology as a teaching-learning strategy.	1	2	3	4	5
39. Encourages staff to be innovative in problem-solving	1	2	3	4	5

Appendix A: Director's Evaluation Survey

BUSINESS AND FINANCE	Significantly Below Expectations	Below Expectations	At Expectations	Above Expectations	Significantly Above Expectations
40. Has an understanding of the needs of the school program, plant, facilities, equipment, supplies, and the budget required.	1	2	3	4	5
41. Supervises operations, insisting on competent and efficient performance.	1	2	3	4	5
42. Ensures that funds are spent wisely, and adequate control and accounting are maintained	1	2	3	4	5
STRATEGIC PLANNING SKILLS					
43. Works effectively with board, staff, and community to develop both long and short range strategic plans.	1	2	3	4	5
44. Keeps board and community informed on progress towards short and long range plans.	1	2	3	4	5
45. Personally involved in academic planning of strategies goals, and projected student outcomes.	1	2	3	4	5

TRANE
It's Hard To Stop A Trane.

Bransford

DAIKIN

ELECTRICAL & MECHANICAL SERVICES, INC.
Heating, Cooling, Plumbing & Electrical
201 Burns Avenue Lafayette, TN 37083
(615) 666-2461

Submitted To: Trousdale County Board of Education Dr. Clint A. Satterfield, Director of Schools	**Phone:** 615-374-2193	**Date:** 09-24-2025
Street: 103 Lock Six Rd.	**Job:** TRANE 160ton Chiller Installation	
City, State and Zip Code: Hartsville TN 37074	**Job Location:** Jim Satterfield Middle School 210 Damascus Avenue Hartsville TN 37074	
Email/Fax : clintsatterfield@tcschools.org	**Date of Plans**	

- **Electrical connections to the 160ton TRANE Chiller including 800 amp fuses, conduit & wire. Includes State Electrical Permits, Inspections & off loading the chiller as needed.**
- **Piping connections on the 160ton TRANE chiller Includes piping, insulation and heat trace. $42,485.00**
- **25 x 25 concrete pad 6" deep; #4 rebar on 12" centers add $7,500.00**

WE PROPOSE hereby to furnish material and labor – complete in accordance with above specifications for the sum of:
_____ *dollar* _____)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike Manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized Signature: _____

NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL: **The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.**

Signature: _____

Signature: _____ Date of Acceptance: _____