

SCHOOL BOARD WORK SESSION COMMITTEE
 AGENDA
 Thursday, July 16, 2015
 6:00 p.m.
Carolyn Campbell Conference Room

TAB	ITEM		PERSON RESPONSIBLE	PURPOSE
	Presentation of CareHere		Mr. Livers	
Tab 1	Board Policy Revisions, 2nd Reading <ul style="list-style-type: none"> • 3.2016 – Heating and Lighting • 4.7001 – Semester and Final Examinations • 5.302 – Sick Leave – Educators • 5.3021 – Sick Bank – Educators • 5.3022 – Sick Leave – Classified • 5.3023 – Sick Bank - Classified 	Page 17 Page 19 Page 21 Page 25 Page 31 Page 35	Mr. Squires	Consent Agenda Item
Tab 1	Field Trip Fee Requests	Page 39	Dr. Looney	Consent Agenda Item
Tab 1	2015-2016 Athletic Supplements	Page 41	Mr. Qualls	Consent Agenda Item
Tab 1	Title X, McKinney-Vento Grant	Page 45	Ms. Holman	Consent Agenda Item
	Facilities & Construction Update		Mr. Fortney	Information
Tab 1	Fairview High School Installation of LED Advertising Board	Page 47	Mr. Fortney	Consent Agenda Item
Tab 1	Longview Elementary School Walking Track	Page 53	Mr. Fortney	Consent Agenda Item
Tab 2	Superintendent’s Contract Extension	Page 61	Chairman Mezera	Info for Board Agenda Items
Tab 3	Superintendent’s Report <ul style="list-style-type: none"> • FHS Master Plan Proposal 	Page 75	Dr. Looney	Information
Tab 3	Board Chairman’s Report <ul style="list-style-type: none"> • Fall Growth & Planning Retreat • Board Member Topics for Discussion 		Chairman Mezera	Information for Discussion
Tab 4	Unfinished Business <ul style="list-style-type: none"> • Superintendent’s Evaluation Instrument • Fairview Theatre 	Page 77	Chairman Mezera Dr. Looney	Info for Board Agenda Items
Tab 5	Board Policies – 1st Reading <ul style="list-style-type: none"> • 3.2017 – Cleaning Program • 3.2019 – Repairs & Alterations 	Page 91 Page 93	Mr. Squires	Info for Board Agenda Items
Tab 5	2015-2016 Textbook Adoption for <i>Art and the American Identity</i> High School Special Course	Page 95	Mr. Gaddis	Info for Board Agenda Items
	Update on Current Budget Status		Mrs. Holman	Information
Tab 5	2014-2015 Intra-Category Budget Transfer <ul style="list-style-type: none"> • General Purpose School Fund 	Page 97	Mrs. Holman	Info for Board Agenda Items
Tab 5	Board Member’s Resolution Regarding Standardized Testing	Page 99	Mr. Squires	Info for Board Agenda Items
Tab 6	Monthly Reports & Miscellaneous Info	Page 101		



1320 West Main Street, Suite 202

Franklin, TN 37064-3700

The Williamson County Board of Education will meet in regular session on Monday, July 20, 2015 at **6:30 p.m.** in the Auditorium of the Williamson County Administrative Complex.

AGENDA

- ❖ **Call to Order**
 - Pledge of Allegiance

- ❖ **Approval of Agenda**
 - 1. Consent Agenda**
 - a. Approval of School Board Meeting Minutes
 - June 15, 2015
 - b. Approval of Board Policy Revisions, *2nd Reading*
 - i. 3.2016 – Heating and Lighting
 - ii. 4.7001 – Semester and Final Examinations
 - iii. 5.302 – Sick Leave – Educators
 - iv. 5.3021 – Sick Bank – Educators
 - v. 5.3022 – Sick Leave – Classified
 - vi. 5.3023 – Sick Bank – Classified
 - c. Approval of Recommendations for Field Trip Fee Requests
 - d. Approval of 2015-2016 Athletic Supplements
 - e. Approval of Title X, McKinney-Vento Grant
 - f. Approval of Fairview High School LED Advertising Board Installation
 - g. Approval of Longview Elementary School Walking Track

- ❖ **Items of Particular Public Interest**
 - a. Public Comment

- 2. Superintendent Contract Extension**
 - a. Contract Extension
 - b. Compensation Proposal

- 3. Communications to the Board**
 - a. Superintendent’s Report
 - District Update
 - Student Spotlight
 - Teacher/Staff Spotlight
 - b. Board Chairman’s Report

- 4. **Unfinished Business**
 - a. Superintendents Evaluation Instrument
 - b. Theatre Funding for Fairview High School
- 5. **New Business**
 - a. Board Policy Revisions, *1st Reading*
 - i. 3.2017 – Cleaning Program
 - ii. 3.2019 – Repairs & Alterations
 - b. 2015-2016 Textbook Adoption for *Art and the American Identity* High School Special Course
 - c. 2014-2015 Intra-Category Budget Transfer
 - i. General Purpose School Fund
 - d. Board Member’s Resolution Regarding Standardized Testing
- ❖ **Adjournment**
- 6. **Monthly Reports and Miscellaneous Information**

SCHEDULED MEETINGS/EVENTS:

July 13 – County Commission Meeting, **9:00 a.m.**, Administrative Complex Auditorium

July 16 – School Board Work Session, **6:00 p.m.**, Carolyn Campbell Room

July 20 – School Board Meeting, **6:30 p.m.**, Administrative Complex Auditorium

July 25 – Infothon, **10:00 a.m. – 6:00 p.m.**, Cool Springs Galleria

July 30 – Superintendent’s Banquet, **5:30 p.m.**, The Factory, Liberty Hall

August 3 – School Board Policy Committee, **6:00 p.m.**, Carolyn Campbell Room

August 13 – School Board Work Session, **6:00 p.m.**, Carolyn Campbell Room

August 17 – School Board Meeting, **6:30 p.m.**, Administrative Complex Auditorium

MINUTES

WILLIAMSON COUNTY BOARD OF EDUCATION

REGULAR MEETING

June 15, 2015

A. Call to Order

The Williamson County Board of Education met in regular session on Monday, June 15, 2015 in the Williamson County Administrative Complex Auditorium.

1. Pledge of Allegiance

Chairman PJ Mezera called the meeting to order at 6:30 p.m.

The pledge of allegiance was led by Mr. Rick Wimberly after which the Board observed a moment of silence.

Members Present12

Kenneth Peterson	1 st District	Robert Hullett	7 th District
Dan Cash	2 nd District	Candy Emerson	8 th District
PJ Mezera	3 rd District	Rick Wimberly	9 th District
Paul Bartholomew	4 th District	Beth Burgos	10 th District
Gary Anderson	5 th District	Mark Gregory	11 th District
Jay Galbreath	6 th District	Susan Curlee	12 th District

Members Absent0

B. Approval of Agenda

Chairman Mezera presented the agenda, including the Consent Agenda, for Board approval.

Dr. Paul Bartholomew moved to approve the agenda, including the Consent Agenda, as presented. Mr. Wimberly seconded the motion.

Chairman Mezera called for a voice vote on the motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Motion Carried.

Mrs. Susan Curlee made a motion to reconsider approval of the agenda, including the consent agenda. Ms. Candy Emerson seconded the motion.

Chairman Mezera called for a hand vote on the motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Motion Carried.

Mrs. Curlee made a motion to move the 2015-2016 PECCA MOU changes from the consent agenda to New Business. Ms. Emerson seconded the motion.

Chairman Mezera called for a voice vote on the motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Motion Carried.

Chairman Mezera read the approved Consent Agenda to the audience.

C. Consent Agenda (as approved above)

1. Approval of School Board Meeting Minutes
 - May 18, 2015
2. Approval of Board Policy Revisions, *2nd Reading*
 - i. 4.2093 – Work-Based Learning
3. Approval of Recommendations for Field Trip Fee Requests
4. Approval of ePlan Applications and Budgets for 2016 Federal Projects to include ESEA, IDEA, IDEA Discretionary Grant, IDEA Pre-School, Carl D. Perkins Career and Technical Education Act of 2006, Career and Technical Reserve Grant, Superintendent Authorizations
5. Approval of ePlan Applications and Budgets for Carl Perkins Incentive Grant, 2015, and Title III, Immigrant Supplemental Grant 2015
6. Approval of Brentwood High Football Entrance Gate
7. Approval of Brentwood High Soccer Storage Building
8. Approval of Edmondson Elementary Storage Shed

D. Items of Particular Public Interest

1. Public Comment

Chairman Mezera called on the following individuals who had requested the opportunity to address the Board:

- Daniela Kunz spoke regarding in-door air quality, chemicals and policies for schools.
- Gail Bost spoke regarding in-door air quality in schools and tools for schools program.
- Amy Balderrama spoke regarding chemicals, asthma and respiratory disorders, related cost savings and absenteeism in schools.
- Audrey Buffington spoke regarding school start times, TCAP scores and state testing.

E. Communications to the Board

1. Superintendent's Report

Dr. Mike Looney thanked Professional Development Director Laurette Carle and her team for the excellent learning opportunities being provided to staff over the summer.

- Student Spotlight

The Ravenwood Girls Tennis Team earned another TSSAA Championship in Class AAA during Spring Fling. Team members are Angel Asirvatham, Annie Cobb, Sammy Fogelberg, Rachel Hudson, Natalyn Jones, Rilee Kaliher, Jasmine Puria, Emily Stone, Julie Wasack, Emily Wiseman and Michelle Xu. Their coach is Robbie McCammon.

Brentwood's Somer Henry won the Girls Single Tennis Class AAA State title. Her coach is Coach Bill Jayne. In Boys tennis, Steven Karl from Ravenwood won the TSSAA State Championship for Boys Single Tennis, Class AAA. His coach is Robbie McCammon.

WCS students won several state championships in track and field events. The Brentwood Boys Track team of Chase Puskar, Francois Llorens, Ryan Lee and Waqqas Fazili won the State Championship 4×800 Meter Relay, Class AAA. Ron Seigenthaler is their coach. Brentwood's Hailey Hendry won the TSSAA State Championship in both the 1600 Meter Run and the 3200 Meter Run, Class AAA. Coach Ron Seigenthaler is her coach. Centennial's Jordan Thomas won the TSSAA State Championship for the Boys 200 Meter Dash, Class AAA. His coach is Shawn Carter. Ravenwood's Matt Rainey won the State Championship in the Boys 800 Meter Run Class AAA. Peter Mueller is his coach, and

Ravenwood's Amber Tanner won the State Championship for Girls 300 Meter Hurdles Class AAA. Her coach is Peter Mueller. Brentwood's Sofie Rovenstine won the TSSAA State Championship for the Girls Long Jump, Class AAA. Ron Seigenthaler is her coach.

Page student Peter Leichner won the State Championship in Boys Pole Vault, Class AA. His coach is Peter Wade. Also from Page, Mary Leichner won the State Champion in Girls Pole Vault, Class AA. Her coach is Peter Wade.

2. Board Chairman's Report

Chairman Mezera thanked the County Commissioners and School Board members who attended the growth and planning meeting on Saturday. The next meeting will be on Saturday, June 27, 2015 8:00-Noon. He recognized all teachers and Principals in the audience.

F. Unfinished Business

1. Superintendents Evaluation Instrument – pulled from the agenda and moved to July Board Meeting.

G. New Business

1. Recruitment and Retention Incentive Funds for 2015-2016

Chairman Mezera called on Superintendent Looney who recommended approval of \$300,000 for recruitment and retention incentive funds for 2015-2016.

Mr. Dan Cash moved to approve the recommendation and Dr. Beth Burgos seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

2. Hiring Rates for Teachers, Principals, Assistant Principals, Curriculum Specialists, Academic Supplements and Classified Employees 2015-2016

Chairman Mezera called on Superintendent Looney who recommended approval of Hiring Rates for Teachers, Principals, Assistant Principals, Curriculum Specialists, Academic Supplements and Classified Employees for 2015-2016.

Mr. Mark Gregory moved to approve the recommendation and Ms. Emerson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Abstain

Action: Yes, 11; No, 0; Abstain, 1; Motion Carried

3. Board Policy Revisions, 1st Reading

a. 3.2016 – Heating and Lighting

Chairman Mezera called on Superintendent Looney who recommended approval of Policy 3.2016 as outlined on the first reading by the Board Policy Committee.

Mr. Bartholomew moved to approve the recommendation and Mr. Kenneth Peterson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

b. 4.7001 – Semester and Final Examinations

Chairman Mezera called on Superintendent Looney who recommended approval of Policy 4.7001 as outlined on the first reading by the Board Policy Committee.

Mr. Robert Hullett moved to approve the recommendation and Dr. Beth Burgos seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

c. 5.302 – Sick Leave – Educators

Chairman Mezera called on Superintendent Looney who recommended approval of Policy 5.302 as outlined on the first reading by the Board Policy Committee.

Mr. Hullett moved to approve the recommendation and Mr. Peterson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

d. 5.3021- Sick Bank – Educators

Chairman Mezera called on Superintendent Looney who recommended approval of Policy 5.3021 as outlined on the first reading by the Board Policy Committee.

Mr. Wimberly moved to approve the recommendation and Ms. Emerson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

e. 5.3022 – Sick Leave – Classified

Chairman Mezera called on Superintendent Looney who recommended approval of Policy 5.3022 as outlined on the first reading by the Board Policy Committee.

Mr. Gregory moved to approve the recommendation and Dr. Bartholomew seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

f. 5.3023 – Sick Bank – Classified

Chairman Mezera called on Superintendent Looney who recommended approval of Policy 5.3023 as outlined on the first reading by the Board Policy Committee.

Mr. Hullett moved to approve the recommendation and Mr. Peterson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

4. Intra-Category Budget Transfer

a. Education Capital Program

Chairman Mezera called on Superintendent Looney who recommended approval of the transfer of \$121,975.00 of the Education Capital Program to the College Grove Elementary addition.

Mr. Wimberly moved to approve the recommendation and Mr. Cash seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

5. Intra-Category Budget Adjustments

a. End of Year General Purpose School Fund

Chairman Mezera called on Superintendent Looney who recommended approval of the end of year General Purpose School Fund intra-category budget adjustments.

Mr. Hullett moved to approve the recommendation and Mr. Cash seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

b. End of Year Central Cafeteria Fund

Chairman Mezera called on Superintendent Looney who recommended approval of the end of year Central Cafeteria fund intra-category budget adjustments.

Mr. Wimberly moved to approve the recommendation and Ms. Emerson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peters	Yes	Robert Hullett	Yes
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Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

c. End of Year Extended School Fund

Chairman Mezera called on Superintendent Looney who recommended approval of the end of year Extended School Program fund intra-category budget adjustments

Mr. Hullett moved to approve the recommendation and Mr. Peterson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

6. 2014-2015 School Budget Amendment

a. Nissan Donation

Chairman Mezera called on Superintendent Looney who recommended approval of the 2014-2015 General Purpose School budget Amendment of the Nissan Donation for Ladders of Hope in the amount of \$15,000.00.

Mrs. Curlee moved to approve the recommendation and Ms. Emerson seconded the motion.

Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	Yes

Action: Yes, 12; No, 0; Abstain, 0; Motion Carried

7. 2015-2016 PECCA MOU Changes

Chairman Mezera called on Superintendent Looney who recommended approval of the 2015-2016 PECCA MOU.

Mr. Hullett moved to approve the recommendation and Mr. Peterson seconded the motion.

Ms. Emerson made a motion to defer the PECCA MOU until the July Board Meeting with the exception of Article V, Salaries and Supplements. Mrs. Curlee seconded the motion.

After discussion, Chairman Mezera called for a roll call vote on the main motion.

Kenneth Peterson	No	Robert Hullett	No
Dan Cash	Yes	Candy Emerson	Yes
PJ Mezera	No	Rick Wimberly	No
Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	No	Mark Gregory	Yes
Jay Galbreath	No	Susan Curlee	Yes

Action: Yes, 6; No, 6; Abstain, 0; Motion Failed

Mr. Jay Galbreath moved to amend the main motion to add language to page 25 of the MOU at the end of the sentence “or grievance option for arbitration is waived and add Step 4 on page 24 (the lined-out words) to allow teachers an option to waive arbitration. Mr. Hullett seconded the motion.

Chairman Mezera called for a roll call vote on the amendment to the main motion.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	No
PJ Mezera	Yes	Rick Wimberly	Yes
Paul Bartholomew	Yes	Beth Burgos	No
Gary Anderson	Yes	Mark Gregory	No
Jay Galbreath	Yes	Susan Curlee	No

Action: Yes, 8; No, 4; Abstain, 0; Motion Carried

Chairman Mezera called for a roll call vote on the main motion as amended.

Kenneth Peterson	Yes	Robert Hullett	Yes
Dan Cash	Yes	Candy Emerson	No
PJ Mezera	Yes	Rick Wimberly	Yes

Paul Bartholomew	Yes	Beth Burgos	Yes
Gary Anderson	Yes	Mark Gregory	Yes
Jay Galbreath	Yes	Susan Curlee	No

Action: Yes, 10; No, 2; Abstain, 0; Motion Carried

Chairman Mezera announced that the Board would review Dr. Looney's contract at the July meeting.

H. Adjournment

There being no further business to come before the Board, Chairman Mezera adjourned the meeting at 8:24p.m.

PJ Mezera, Board Chair

Dr. Mike Looney, Superintendent of Schools

Williamson County Board of Education



Adopted Date:
11/14/78

3.2016

HEATING AND LIGHTING
ENERGY MANAGEMENT AND CONSERVATION

2nd Reading
7/20/15

1 Recommended and desirable standards for heating, cooling, lighting, and plumbing of all school buildings
2 shall be maintained.

3

4 All buildings shall be kept clean and sanitary with a comfortable thermal temperature to create a healthy,
5 attractive environment.

6

7 The Board recognizes the importance of maintaining an educational environment that is conducive to
8 maximum learning and performance by pupils and school personnel. Climate control of air conditioning is
9 one of the important factors in achieving a desirable environment. For practical reasons such installations
10 financed from Board funds must at present be limited to new buildings in which can be incorporated
11 maximum designed economics. Efforts by local schools and local school communities to air condition certain
12 areas of existing buildings is encouraged, and it shall be the policy of the Board to cooperate in these efforts
13 by installing and maintaining units to the degree personnel and finances permit.

14

15 Exterior doors are not to be propped open in order to reduce or increase heating/cooling in a room if it is at all
16 possible to correct problem otherwise. Uncomfortable conditions must be reported to the principal. All lights
17 are to be cut off in unoccupied spaces, unless for security purposes.

18

19 *It is the policy of Williamson County Schools to ensure that every effort is made to conserve energy*
20 *and natural resources while exercising sound financial management. To minimize the impact*
21 *increased energy costs have on the district's operating budget, energy management efforts are to be*
22 *implemented district-wide without infringement upon the educational mission of Williamson County*
23 *Schools. Maintenance of the learning environment shall always take precedence over energy*
24 *conservation measures.*

25

26 *The judicious use of the various energy systems of each facility will be the joint responsibility of the*
27 *Principal and the Maintenance Director to ensure that an efficient energy posture is maintained on a*
28 *daily basis. It shall be the responsibility of all employees and students to actively participate in*
29 *conservation efforts.*

30

31 *Accurate records of energy consumption and the cost of energy will be maintained by the district's*
32 *Energy Manager. The Principal will provide leadership and support for energy management and*
33 *conservation. All operations of facilities will be governed by established administrative rules and*
34 *guidelines designed to implement the Board's intent to manage and conserve energy resources.*

35

36 *Williamson County Schools will comply with the following:*

37

- 38 1. *The most recent adoption of ASHRAE Standard 90.1 (the minimum standard for energy*
39 *efficiency);*
- 40 2. *The most recent version of ASHRAE Standard 62.1 (the minimum standard for indoor air*
41 *quality); and*
- 42 3. *The most recent version of ASHRAE Standard 55 (the minimum standard for human comfort).*

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45 *Legal Reference:*
46 *T.C.A. 49-17-101*

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Williamson County Board of Education

**Adopted Date:**

1/20/04
Rev. 1/18/05;10/17/05;
11/30/09;2/17/14

4.7001

SEMESTER AND FINAL EXAMINATIONS

2nd Reading
7/20/15

1 Appropriate written examinations shall be developed, and administered to students. Examination
2 results shall be recorded by the professional staff.
3

4 The professional staff shall continuously endeavor to ensure that all examinations are consistent
5 with course goals and relevant in content and ensure that grades are consistent with content
6 standards.
7

8
9 The principal shall be responsible for storing copies of all student semester and final examinations
10 for at least six months after the examination is administered.
11

12 All high school students will take state or district-developed common comprehensive final exams in
13 Language Arts, Math, Science, Social Studies and World Language core courses. State mandated
14 End of Course Examinations (English I, English II, [English III](#), Algebra I, [Algebra II](#), [Geometry](#),
15 Biology, [Chemistry](#), and U.S. History) will serve as the final exam. District-developed Common
16 Comprehensive Examinations will be implemented in courses in these core curriculum areas not
17 covered by state exams. All of these exams will be calculated as 25% of that semester's grade.
18

19 Semester and final exams in a subject shall not be required for those high school seniors who have
20 maintained an A average in that subject, have been absent no more than 6 days during the
21 semester, (not counting absences for college visitation days approved in advance by the Principal
22 or absences on semester and final exam days when the student is exempt), and have not been
23 suspended during the semester. Unless mandated by the State of Tennessee, seniors who meet
24 the criteria for exemption are not required to take the final exam. Teachers will report the number
25 of exempt students for each course to their principal.
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28 No exam may be administered **before** the scheduled exam day. An exam may be administered
29 after the scheduled exam day with the Principal's approval.
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[Legal Reference:](#)
[Tenn. Rules & Regs. 0520-1-3-.06 \(1\)\(d\)\(1\)](#)

Williamson County Board of Education

**Adopted Date:**

10/15/01
Rev. 1/28/08; Editorial
6/6/14

5.302

SICK LEAVE - TEACHER
Page 1 of 4

2nd Reading
7/20/15

1 Sick leave shall mean leave of absence because of illness of the professional employee teacher from natural
2 causes or accident or the illness or death of the professional employee's teacher's spouse, parent,
3 grandparent, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-law, son-in-
4 law, brother-in-law, sister-in-law, step-relatives as listed above, or other family member with approval of the
5 Superintendent of Schools, which necessitates the absence of the professional employee teacher.

6
7 The time allowed for sick leave with pay shall be one (1) day for each month of employment. Sick leave shall
8 be cumulative for all earned days not used. A professional employee A teacher in need of sick leave shall
9 be allowed to use unearned sick leave up to the number of days which such professional employee teacher
10 may accumulate during the remainder of the year in which he is employed.

11
12 Upon termination of the employment of such professional employee teacher before such days are earned, or
13 at the end of the school year, there shall be deducted from the final salary of such professional employee
14 teacher an amount based on his their daily rate of pay sufficient to cover any excess sick leave days used
15 by him such teacher. If such final salary is insufficient for this purpose, the professional employee teacher
16 shall be liable for reimbursement of any amount in excess of his their final salary.

17
18 When a professional employee a teacher is unable to meet his their classes, he the teacher shall notify the
19 Principal or his designee as soon as possible before school opens. The professional employee teacher shall
20 notify the Principal or his designee a reasonable length of time before he they intends to return to the
21 classroom and not later than one (1) hour before school opens that morning, so that the Principal or his
22 designee may be able to notify the substitute. All sick leave requests of less than ten (10) consecutive
23 work days shall be submitted in Aesop or the current absence management system.

24
25 A physician's statement The Family Medical Leave Act (FMLA) employee form or FMLA family form
26 should be completed by a physician along with the long term leave of absence application (LOA), and
27 shall be filed with the Principal or immediately involved Supervisor for each period of illness of ten (10) or
28 more consecutive work days. The FMLA forms must be completed and signed by the physician
29 providing facts about the illness/injury, the date of commencement, and an expected date of return.
30 In the event of the absence of a professional employee a teacher in excess of the sick leave days available
31 to the professional employee teacher, the Superintendent of Schools may require an examination by a
32 physician other than the physician certifying the previous absences. The Board would pay for the second
33 opinion.

34
35 The Superintendent of Schools may require a physician's statement for any sick leave claim.

36
37 If a professional employee a teacher fails to provide appropriate notice or certification for sick leave,
38 forfeiture of the paid leave will result, with the exception of those cases deemed an emergency by the
39 Principal or immediate Supervisor.

40
41 The Superintendent of Schools shall keep a record of the accumulated sick leave for each eligible
42 professional employee teacher in the Board's employ and shall provide a verified copy to the professional
43 employee upon request. Each employee is responsible for reviewing his or her their accrual balances for
44 each pay period. If an employee believes an accrual balance has been incorrectly reported, the employee
45 shall notify the Payroll Department. If no such notice is given, the reported accruals for each fiscal year shall
46 become final sixty (60) days after completion of that fiscal year. Exceptions may be granted by the
47 Superintendent of Schools when circumstances prevent timely notice.

48
49 Part-time professional employees teachers may accumulate sick leave in a manner proportionate to their
50 work schedule compared with full-time annual employment of a professional employee a teacher and their
accumulation of sick leave.

Williamson County Board of Education



Adopted Date:
10/15/01
Rev. 1/28/08; Editorial
6/6/14

5.302

SICK LEAVE - TEACHER
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2nd Reading
7/20/15

~~WILLIAMSON COUNTY BOARD OF EDUCATION
EDUCATORS SICK LEAVE BANK~~

~~PURPOSE: The purpose of the Educators Sick Leave Bank is to provide sick leave to contributors to the Bank in the event of a disabling illness/injury, and provided their available sick leave or any other applicable paid leave has been exhausted.~~

~~EDUCATORS SICK LEAVE BANK COMMITTEE: The Educators Sick Leave Bank shall be administered by a Committee of Trustees in accordance with the provisions and procedures outlined below. The Committee will be composed of 5 members -- 2 appointed by the School Board and 2 appointed by the Williamson County Education Association -- and the Superintendent of Schools, who shall chair the Committee. Members of the Committee appointed by the association must be licensed employees of the Williamson County School System. Committee members appointed by the School Board must come from the membership of the School Board. The Committee shall be appointed in compliance with the Statute.~~

~~PROVISIONS~~

- ~~1. Membership in the Educators Sick Leave Bank is limited to those individuals who are licensed employees.~~
- ~~2. Eligible employees may join the Educators Sick Leave Bank by donating 2 sick leave days. The Committee may assess additional day(s) as they deem advisable.~~
- ~~3. Sick Leave Bank days may be granted only for instances of disabling illness or injury of the individual member.~~
- ~~4. A 5 work day waiting period following the exhaustion of all available paid leave shall be satisfied before days from the Sick Leave Bank can be used.~~
- ~~5. Licensed employees may enroll during August, September and October of every year, and shall be enrolled without regard to pre-existing conditions of health if they are on active duty (on the job) at the time of contribution. New employees may contribute within the first 30 calendar days after their effective dates of employment or at the beginning of the new enrollment period.~~
- ~~6. All donations to the Bank are "final" and may not be returned to the donor unless the Bank is dissolved.~~
- ~~7. Educators shall receive benefits from the Bank for their contracted period of employment. No benefits shall be paid for those days when an employee would not normally be in pay status.~~
- ~~8. The form and manner of application for use of leave from the Bank shall be prescribed by the trustees. The trustees shall act either affirmatively or negatively on all applications within 10 school days of receipt by the personnel office of the application. Leave grants from the Bank, approved by the trustees, shall not be more than 20 consecutive days for which the individual applicant would otherwise lose pay. Applicants may submit requests for extensions of such leave grants before or after their prior grants expire. The maximum number of days any participant may receive in any fiscal year is 60. The maximum number of days any participant may receive as a result of any one illness or recurring diagnosed illness or accident is 90.~~

Williamson County Board of Education



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10/15/01
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6/6/14

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SICK LEAVE - TEACHER
Page 3 of 4

2nd Reading
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- 1 ~~9. In the event a member is physically or mentally unable to make a request to the Sick Leave Bank for use~~
- 2 ~~of sick leave days, a family member or agent may file the request.~~
- 3
- 4 ~~10. All records of the Sick Leave Bank shall be kept in or by the office of the school system which handles~~
- 5 ~~regular sick leave records. The trustees shall inform this office of all applications they approve and the~~
- 6 ~~amount of additional leave granted the member.~~
- 7
- 8 ~~11. If the trustees determine it necessary, they may require a physician's statement of condition from any~~
- 9 ~~member requesting additional leave. Refusal to comply will result in denial of the pending request for~~
- 10 ~~use of sick leave days from the Bank.~~
- 11
- 12 ~~12. Sick leave granted a member from the Bank need not be repaid by the individual except as all members~~
- 13 ~~are uniformly assessed.~~

14
15 PROCEDURES

- 16
- 17 ~~1. Contributions to the Bank must be made on the form prescribed by the Committee.~~
- 18
- 19 ~~2. Each member must sign an enrollment form stating that he is aware of the provisions of the Bank and~~
- 20 ~~relieving the Board of Education or the Williamson County Education Association from any liability~~
- 21 ~~as a result of action by the Committee. The form will be forwarded to the personnel department.~~
- 22
- 23 ~~3. Any recommendation for approval to draw from the Bank must have the support of at least 3~~
- 24 ~~members of the Committee. The decision of the Sick Leave Bank Committee shall be final.~~
- 25
- 26 ~~4. Any individual submitting a request to draw from the Bank must have made his/her proper~~
- 27 ~~contribution to the Bank prior to the disabling illness or injury upon which the request is made.~~
- 28
- 29 ~~5. Members of the Sick Leave Bank shall be eligible to make application to the Bank for sick leave only~~
- 30 ~~after having been a member of the Bank for 30 calendar days. A participant shall not receive any~~
- 31 ~~sick leave from the Bank until after having exhausted all accumulated sick, personal, and annual~~
- 32 ~~leave, including all paid board extensions. The trustees may establish regulations restricting the~~
- 33 ~~number of days which may be withdrawn from the Bank by 1 member on account of 1 illness,~~
- 34 ~~particularly any known illness existing at the time the teacher elected to participate in the Bank.~~
- 35 ~~Grants of sick leave from the Bank shall not be made to any member on account of any elective~~
- 36 ~~surgery, or illness of any member of the participant's family, or during any period the member is~~
- 37 ~~receiving disability benefits from social security, the state teachers' retirement plan, or under the~~
- 38 ~~Workers' Compensation Law. An employee who has been terminated or non-renewed or has~~
- 39 ~~resigned is not eligible to receive sick leave from the Bank.~~

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Adopted Date:
10/15/01
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6/6/14

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SICK LEAVE - TEACHER
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- 1 ~~6. All requests to draw from the Bank must be made on the approved form and submitted to the~~
- 2 ~~personnel office within 30 calendar days of the first date Bank usage is requested, or as soon~~
- 3 ~~thereafter as the employee is physically or mentally able to do so. The request may be made for the~~
- 4 ~~employee by his/her next of kin if the employee is unable to physically or mentally complete the form.~~
- 5 ~~The Committee will approve or deny the request within 10 work days after receipt and notify the~~
- 6 ~~individual of either the approval or denial of the request. Notice will only be made to the payroll~~
- 7 ~~department of approved actions. Payroll will take no action in anticipation of the approval during the~~
- 8 ~~period of processing, and payments will be started on the next regularly scheduled payroll for the~~
- 9 ~~individual.~~
- 10
- 11 ~~7. All requests to draw from the Bank must be accompanied by a physician's statement on the~~
- 12 ~~approved form confirming the cause of the illness or injury, signed by the physician.~~
- 13
- 14 ~~8. An applicant may be required to undergo at Board expense a medical review by a physician~~
- 15 ~~approved by the Committee.~~
- 16
- 17 ~~9. Application forms for the Bank may be obtained through the Board at each work location or the~~
- 18 ~~WCEA office.~~
- 19
- 20 ~~10. The personnel office shall maintain the records of all contributions, withdrawals, and the status of the~~
- 21 ~~Bank. Records of the Bank will be subject to audit by the Committee. The Bank may only allocate~~
- 22 ~~the days on deposit at the time of a request, not to exceed the above stated individual maximums.~~
- 23
- 24 ~~11. If a member does not use all days advanced from the Bank, the unused days will be returned to the~~
- 25 ~~Bank.~~
- 26
- 27 ~~12. All days collectively contributed to the Bank, and not used in any one fiscal year, shall be carried over~~
- 28 ~~to the next fiscal year.~~
- 29
- 30 ~~13. By written notice to the personnel office a member may withdraw from the bank participation on any~~
- 31 ~~June 30. Membership withdrawal results in forfeiture of all days contributed.~~
- 32
- 33 ~~14. The trustees shall provide for rules and regulations consistent with the provisions of the Statute.~~
- 34 ~~These rules and regulations shall be filed with the Office of the Commissioner of Education and the~~
- 35 ~~local school system within 60 days of authorized establishment of the Bank pursuant to section 3 of~~
- 36 ~~the Statute and shall be available for public inspection during regular office hours.~~
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43 Legal Reference:
44 TCA 49-5-710

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7/20/15

Adopted Date:

5.3021

SICK BANK - TEACHER
Page 1 of 5

1 ~~Sick leave shall mean leave of absence because of illness of the professional employee from natural causes~~
2 ~~or accident or the illness or death of the professional employee's spouse, parent, grandparent, children,~~
3 ~~grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law,~~
4 ~~sister-in-law, step-relatives as listed above, or other family member with approval of the Superintendent of~~
5 ~~Schools, which necessitates the absence of the professional employee.~~

6
7 ~~The time allowed for sick leave with pay shall be one day for each month of employment. Sick leave shall be~~
8 ~~cumulative for all earned days not used. A professional employee in need of sick leave shall be allowed to~~
9 ~~use unearned sick leave up to the number of days which such professional employee may accumulate during~~
10 ~~the remainder of the year in which he is employed.~~

11
12 ~~Upon termination of the employment of such professional employee before such days are earned, or at the~~
13 ~~end of the school year, there shall be deducted from the final salary of such professional employee an~~
14 ~~amount based on his daily rate of pay sufficient to cover any excess sick leave days used by him. If such~~
15 ~~final salary is insufficient for this purpose, the professional employee shall be liable for reimbursement of any~~
16 ~~amount in excess of his final salary.~~

17
18 ~~When a professional employee is unable to meet his classes, he shall notify the Principal or his designee as~~
19 ~~soon as possible before school opens. The professional employee shall notify the Principal or his designee a~~
20 ~~reasonable length of time before he intends to return to the classroom and not later than 1 hour before school~~
21 ~~opens that morning, so that the Principal or his designee may be able to notify the substitute.~~

22
23 ~~A physician's statement shall be filed with the immediately involved supervisor for each period of illness of ten~~
24 ~~or more consecutive work days. The Superintendent of Schools may require a physician's statement for any~~
25 ~~sick leave claim. In the event of the absence of a professional employee in excess of the sick leave days~~
26 ~~available to the professional employee, the Superintendent of Schools may require an examination by a~~
27 ~~physician certifying the previous absences. The Board would pay for the second opinion.~~

28
29 ~~If a professional employee fails to provide appropriate notice or certification for sick leave, forfeiture of the~~
30 ~~paid leave will result, with the exception of those cases deemed an emergency by the Principal.~~

31
32 ~~The Superintendent of Schools shall keep a record of the accumulated sick leave for each eligible~~
33 ~~professional employee in the Board's employ and shall provide a verified copy to the professional employee~~
34 ~~upon request. Each employee is responsible for reviewing his or her accrual balances for each pay period. If~~
35 ~~an employee believes an accrual balance has been incorrectly reported, the employee shall notify the payroll~~
36 ~~department. If no such notice is given, the reported accruals for each fiscal year shall become final sixty (60)~~
37 ~~days after completion of that fiscal year. Exceptions may be granted by the Superintendent of Schools when~~
38 ~~circumstances prevent timely notice.~~

39
40 ~~Part-time professional employees may accumulate sick leave in a manner proportionate to their work~~
41 ~~schedule compared with full-time annual employment of a professional employee and their accumulation of~~
42 ~~sick leave.~~

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Williamson County Board of Education



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7/20/15

Adopted Date:

5.3021

SICK BANK - TEACHER
Page 2 of 5

1 WILLIAMSON COUNTY BOARD OF EDUCATION
2 EDUCATORS TEACHER SICK LEAVE BANK

3
4 PURPOSE: The purpose of the Educators Teacher Sick Leave Bank is to provide sick leave to contributors
5 to the Bank in the event of a disabling illness/injury, and provided their available sick leave or any other
6 applicable paid leave has been exhausted. For the purpose of this policy, "Teacher" means all persons
7 entitled to sick leave under T.C.A. § 49-5-710.

8
9 EDUCATORS TEACHER SICK LEAVE BANK COMMITTEE TRUSTEES: The Educators Teacher Sick
10 Leave Bank shall be administered by a Committee of Trustees in accordance with the provisions and
11 procedures outlined below. The Committee Trustees will be composed of five (5) members – two (2)
12 appointed by the School Board and two (2) appointed by the Williamson County Education Association
13 PECCA-recognized professional employee's organization -- and the Superintendent of Schools, who
14 shall chair the Committee Trustees. Members of the Committee Trustees appointed by the association
15 must be licensed employees of the Williamson County Schools System. Committee members Trustees
16 appointed by the School Board must come from the membership of the School Board. The Committee
17 Trustees shall be appointed in compliance with the Statute T.C.A. § 49-5-804.

18 PROVISIONS

- 19
- 20
- 21 1. Membership in the Educators Teacher Sick Leave Bank is limited to those individuals who are licensed
- 22 employees.
- 23
- 24 2. Eligible employees may join the Educators Teacher Sick Leave Bank by donating two (2) sick leave
- 25 days. The Committee Trustees may assess additional day(s) as they deem advisable.
- 26
- 27 3. Sick Leave Bank days may be granted only for instances of disabling illness or injury of the individual
- 28 member.
- 29 ~~4. A 5 work day waiting period following the exhaustion of all available paid leave shall be satisfied before~~
- 30 ~~days from the Sick Leave Bank can be used.~~
- 31
- 32 4. Licensed employees may enroll during August, September and October of every year,
- 33 and shall be enrolled without regard to pre-existing conditions of health if they are on active duty (on the
- 34 job) at the time of contribution. New employees may contribute within the first thirty (30) calendar days
- 35 after their effective dates of employment or at the beginning of the new enrollment period.
- 36
- 37 5. All donations to the Bank are "final" and may not be returned to the donor unless the Bank is dissolved.
- 38
- 39 6. Educators Teachers shall receive benefits from the Bank for their contracted period of employment. No
- 40 benefits shall be paid for those days when an employee would not normally be in pay status.
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7/20/15

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SICK BANK - TEACHER
Page 3 of 5

- 1 7. The form and manner of application for use of leave from the Bank shall be prescribed by the ~~t~~Trustees.
2 The Trustees shall act either affirmatively or negatively on all applications within ten (10) school days of
3 receipt by the ~~personnel~~ Human Resources office of the application. Leave grants from the Bank,
4 approved by the ~~t~~Trustees, shall not be more than twenty (20) consecutive days for which the individual
5 applicant would otherwise lose pay. Applicants may submit requests for extensions of such leave grants
6 before or after their prior grants expire. The maximum number of days any participant may receive in
7 any fiscal year is sixty (60). The maximum number of days any participant may receive as a result of
8 any one illness or recurring diagnosed illness or accident is ninety (90).
9
- 10 8. In the event a member is physically or mentally unable to make a request to the Sick Leave Bank for
11 use of sick leave days, a family member or agent may file the request.
12
- 13 9. All records of the Sick Leave Bank shall be kept in or by the ~~office of the school system which handles~~
14 ~~regular sick leave records~~ Human Resources Department. The Trustees shall inform this ~~office~~
15 department of all applications they approve and the amount of additional leave granted the member.
16
- 17 10. If the Trustees determine it necessary, they may require a physician's statement of condition from any
18 member requesting additional leave. Refusal to comply will result in denial of the pending request for
19 use of sick leave days from the Bank.
20
- 21 11. Sick leave granted a member from the Bank need not be repaid by the individual except as all members
22 are uniformly assessed.
23
- 24 12. Any employee who has been terminated, non-renewed or has resigned is not eligible to receive
25 leave from the Sick Bank.
26

PROCEDURES

- 27 1. Contributions to the Bank must be made on the form prescribed by the ~~Committee~~ Trustees.
28
- 29 2. Each member must sign an enrollment form stating that he is they are aware of the provisions of the
30 Bank and relieving the Board of Education ~~or~~ and the Williamson County Education Association
31 PECCA-recognized professional employee's organization from any liability as a result of action
32 by the ~~Committee~~ Trustees. The form will be forwarded to the ~~personnel~~ Human Resources
33 Department.
34
- 35 3. Any recommendation for approval to draw from the Bank must have the support of at least three (3)
36 ~~members of the Committee~~ Trustees. The decision of the Sick Leave Bank ~~Committee~~ Trustees
37 shall be final.
38
- 39 4. Any individual submitting a request to draw from the Bank must have made his/~~her~~ a proper
40 contribution to the Bank prior to the disabling illness or injury upon which the request is made.
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Williamson County Board of Education



Adopted Date:

5.3021

SICK BANK - TEACHER
Page 4 of 5

2nd Reading
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- 1 5. Members of the Sick Leave Bank shall be eligible to make application to the Bank for sick leave only
2 after having been a member of the Bank for thirty (30) calendar days. A participant shall not
3 receive any sick leave from the Bank until after having exhausted all accumulated sick, personal,
4 inclement weather, and annual leave, including all paid board extensions. The ~~Trustees~~ Trustees may
5 establish regulations restricting the number of days which may be withdrawn from the Bank by one
6 (1) member on account of one (1) illness, particularly any known illness existing at the time the
7 teacher elected to participate in the Bank. Grants of sick leave from the Bank shall not be made to
8 any member on account of any elective surgery, or illness of any member of the participant's family,
9 or during any period the member is receiving disability benefits from social security, the state
10 teachers' retirement plan, or under the Workers' Compensation Law. An employee who has been
11 terminated or non-renewed or has resigned is not eligible to receive sick leave from the Bank.
12
- 13 6. All requests to draw from the Bank must be made on the approved form and submitted to the
14 ~~personnel office~~ Human Resources Department within thirty (30) calendar days of the first date
15 Bank usage is requested, or as soon thereafter as the employee is physically or mentally able to do
16 so. The request may be made for the employee by his/her their next of kin if the employee is unable
17 to physically or mentally complete the form. The ~~Committee~~ Trustees will approve or deny the
18 request within ten (10) work days after receipt and notify the individual of either the approval or
19 denial of the request. Notice will only be made to the ~~Payroll~~ Department of approved actions.
20 The Payroll Department will take no action in anticipation of the approval during the period of
21 processing, and payments will be started on the next regularly scheduled payroll for the individual.
22
- 23 7. All requests to draw from the Bank must be accompanied by a physician's statement on the
24 approved form confirming the cause of the illness or injury, signed by the physician.
25
- 26 8. An applicant may be required to undergo at Board expense a medical review by a physician
27 approved by the ~~Committee~~ Trustees.
28
- 29 9. Application forms for the Bank may be obtained online or through the Board at each work location or
30 the WCEA PECCA-recognized office of the professional employee's organization office.
31
- 32 10. The ~~personnel office~~ Human Resources Department shall maintain the records of all contributions,
33 withdrawals, and the status of the Bank. Records of the Bank will be subject to audit by the
34 ~~Committee~~ Trustees. The Bank may only allocate the days on deposit at the time of a request, not
35 to exceed the above stated individual maximums.
36
- 37 11. If a member does not use all days advanced from the Bank, the unused days will be returned to the
38 Bank.
39
- 40 12. All days collectively contributed to the Bank, and not used in any one fiscal year, shall be carried over
41 to the next fiscal year.
42
- 43 13. By written notice to the ~~personnel office~~ Human Resources Department a member may withdraw
44 from the ~~Bank~~ Bank participation on any June 30. Membership withdrawal results in forfeiture of all days
45 contributed.
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Adopted Date:

5.3021

SICK BANK - TEACHER
Page 5 of 5

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1 14. The Trustees shall provide for rules and regulations consistent with the provisions of the ~~S~~statute.
2 These rules and regulations shall be filed with the Office of the Commissioner of Education and the
3 local school system within sixty (60) days of authorized establishment of the Bank pursuant to
4 ~~section 3 of the Statute~~ T.C.A. § 49-5-803 and shall be available for public inspection during regular
5 office hours.
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Legal Reference:
TCA 49-5-710
TCA 49-5-801 et. Seq.

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Williamson County Board of Education

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5.3022

SICK LEAVE – CLASSIFIED
Page 1 of 4

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1 Sick leave shall mean leave of absence because of illness of the classified employee from natural causes or accident or
2 the illness or death of the classified employee's spouse, parent, grandparent, children, grandchildren, brothers, sisters,
3 mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, step-relatives as listed above, or
4 other family member with approval of the Superintendent, which necessitates the absence of the classified employee.
5

6 No advanced sick leave shall be allowed. Full time classified employees earn sick leave at the rate of one (1) day per
7 month for each full calendar month worked. Sick leave shall be cumulative for all earned days not used and may be
8 applied to retirement under TCRS.
9

10 When a classified employee is unable to perform his/her their duties, he/she they shall notify the Principal/Supervisor or
11 his designee as soon as possible before work begins. All sick leave requests of less than ten (10) consecutive
12 work days shall be submitted in Time Clock Plus or the appropriate system.
13

14 Maternity leave should be requested as far in advance as is practicable – generally at least three (3) months prior to
15 expected delivery.

16 A physician's statement The Family Medical Leave Act (FMLA) employee form or FMLA family form should be
17 completed by a physician along with the long term leave of absence application (LOA), and shall be filed with the
18 employee's immediate supervisor for each period of illness of ten (10) or more consecutive work days. The ~~doctor's~~
19 ~~statement~~ FMLA forms must be completed and signed by the physician providing should provide facts about the
20 illness/injury, the date of commencement, and an expected date of return to work. In the event of the absence of a
21 classified employee in excess of the sick leave days available to the classified employee, the Superintendent may
22 require an examination by a physician other than the physician certifying the previous absences. The Board would pay
23 for the second opinion.

24 The Superintendent may require a physician's statement for any sick leave claim.

25
26 If a classified employee fails to provide appropriate notice or certification for sick leave, forfeiture of the paid leave will
27 result, with the exception of those cases deemed an emergency by the Principal/Supervisor.
28

29 The Superintendent shall keep a record of the accumulated sick leave for each eligible classified employee in the
30 Board's employ and shall provide a verified copy to the classified employee upon request. Each employee is
31 responsible for reviewing his or her accrual balances for each pay period. If an employee believes an accrual balance
32 has been incorrectly reported, the employee shall notify the Payroll Department. If no such notice is given, the reported
33 accruals for each fiscal year shall become final sixty (60) days after completion of that fiscal year. Exceptions may be
34 granted by the Superintendent when circumstances prevent timely notice.

35 WILLIAMSON COUNTY BOARD OF EDUCATION
36 CLASSIFIED EMPLOYEE SICK LEAVE BANK

37
38 ~~PURPOSE: The purpose of the Classified Employee Sick Leave Bank is to provide sick leave to contributors to the~~
39 ~~Bank in the event of a disabling illness/injury, and provided their available sick leave or any other applicable paid leave~~
40 ~~has been exhausted.~~

41 ~~CLASSIFIED EMPLOYEE SICK LEAVE BANK COMMITTEE: The Classified Employee Sick Leave Bank shall be~~
42 ~~administered by a Committee of Trustees in accordance with the provisions and procedures outlined below. The~~
43 ~~Committee will be composed of 5 members – 4 appointed by the School Board and the Superintendent, who shall chair,~~
44 ~~or designate a person to chair, the Committee. Two members of the Committee appointed by the Board must be full-~~
45 ~~time classified employees of the Williamson County School System. The other 2 Committee members appointed by the~~
46 ~~School Board must come from the membership of the School Board.~~
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Williamson County Board of Education

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1/28/08; Editorial 6/18/14

5.3022

SICK LEAVE – CLASSIFIED
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PROVISIONS

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1. ~~Membership in the Classified Employee Sick Leave Bank is limited to those individuals who are full-time classified employees. An employee is not eligible to draw from the Sick Leave Bank with less than 90 days of membership, or 90 days of membership after completion of the employee's probationary period, whichever is later.~~
2. ~~Eligible employees may join the Sick Leave Bank by donating 2 sick leave days. The Committee may assess additional day(s) as they deem advisable.~~
3. ~~Sick Leave Bank days may be granted only for instances of non-elective surgery, disabling illness, injury, or catastrophic illness of the individual member.~~
4. ~~A five (5) work day waiting period following the exhaustion of all available paid leave shall be satisfied before days from the Sick Leave Bank can be used.~~
5. ~~Eligible employees may enroll during August, September and October of every year, and shall be enrolled without regard to pre-existing conditions of health if they are on active duty (on the job) at the time of contribution. New employees may contribute within the first 30 calendar days after their effective dates of employment or at the beginning of the new enrollment period.~~
6. ~~All donations to the Bank are "final" and will not be returned to the donor unless the Bank is dissolved.~~
7. ~~Employees shall receive benefits from the Bank for their contracted period of employment. No benefits shall be paid for these days when an employee would not normally be in pay status.~~
8. ~~The form and manner of application for use of leave from the Bank shall be prescribed by the trustees. The trustees shall act either affirmatively or negatively on all applications within 10 work days of receipt by the Human Resource office of the application. Leave grants from the Bank, approved by the trustees, shall not be more than 20 consecutive days for which the individual applicant would otherwise lose pay. Applicants may submit requests for extensions of such leave grants before or after their prior grants expire. The maximum number of days an employee may receive is tied to the years of membership as follows:~~
- | | | |
|------------------|------------------------|-----------------|
| 90 days | 5 years of membership | 20 days maximum |
| 6 | 10 years of membership | 40 days maximum |
| 11 years or more | | 60 days maximum |
- ~~—There is a cap of 60 days usage per employee for the duration of employment.~~
9. ~~In the event a member is physically or mentally unable to make a request to the Sick Leave Bank for use of sick leave days, a family member or agent may file the request.~~
10. ~~All records of the Sick Leave Bank shall be kept in or by the payroll office. The trustees shall inform this office of all applications they approve and the amount of additional leave granted the member.~~
11. ~~If the trustees determine it necessary, they may require a physician's statement of condition from any member requesting additional leave. Refusal to comply will result in denial of the pending request for use of sick leave days from the Bank.~~
12. ~~Donated sick leave does not have to be repaid by the individual except as all members are uniformly assessed.~~

Williamson County Board of Education

**Adopted Date:**

11/19/01
Rev. 1/18/05; 9/18/06;
1/28/08; Editorial 6/18/14

5.3022

SICK LEAVE – CLASSIFIED
Page 3 of 4

2nd Reading
7/20/15

PROCEDURES

- 1
- 2
- 3 ~~1. Contributions to the Bank must be made on the form prescribed by the Committee.~~
- 4
- 5
- 6 ~~2. Each member must sign an enrollment form stating that he is aware of the provisions of the Bank and~~
7 ~~relieving the Board of Education from any liability as a result of action by the Committee. The form~~
8 ~~will be forwarded to the personnel department.~~
- 9
- 10 ~~3. Any recommendation for approval to draw from the Bank must have the support of at least 3~~
11 ~~members of the Committee. The decision of the Sick Leave Bank Committee shall be final.~~
- 12
- 13 ~~4. Any individual submitting a request to draw from the Bank must have made his/her proper~~
14 ~~contribution to the Bank prior to the disabling illness or injury upon which the request is made.~~
- 15
- 16 ~~5. Members of the Sick Leave Bank shall be eligible to make application to the Bank for sick leave only~~
17 ~~after having been a member of the Bank for 90 calendar days after completion of the employee's~~
18 ~~probationary period. A participant shall not receive any sick leave from the Bank until after having~~
19 ~~exhausted all accumulated sick, personal, and annual leave, including all paid board extensions. The~~
20 ~~trustees may establish regulations restricting the number of days which may be withdrawn from the~~
21 ~~Bank by one (1) member due to one (1) illness, particularly any known illness existing at the time the~~
22 ~~employee elected to participate in the Bank. Grants of sick leave from the Bank shall not be made to~~
23 ~~any member due to any elective surgery, or illness of any member of the participant's family, or~~
24 ~~during any period the member is receiving disability benefits from social security, the State retirement~~
25 ~~plan, or under the Workers' Compensation Law. An employee who has been terminated or non-~~
26 ~~renewed or has resigned is not eligible to receive sick leave from the Bank.~~
- 27
- 28 ~~6. All requests to draw from the Bank must be made on the approved form and submitted to the Human~~
29 ~~Resource office within 30 calendar days of the first date Bank usage is requested, or as soon~~
30 ~~thereafter as the employee is physically or mentally able to do so. The request may be made for the~~
31 ~~employee by his/her next of kin if the employee is unable to physically or mentally complete the form.~~
32 ~~The Committee will approve or deny the request within ten (10) work days after receipt and notify the~~
33 ~~individual of either the approval or denial of the request. Notice will only be made to the payroll~~
34 ~~department of approved actions. Payroll will take no action in anticipation of the approval during the~~
35 ~~period of processing, and payments will be started on the next regularly scheduled payroll for the~~
36 ~~individual.~~
- 37
- 38 ~~7. All requests to draw from the Bank must be accompanied by a physician's statement on the~~
39 ~~approved form confirming the cause of the illness or injury, signed by the physician.~~
- 40
- 41 ~~8. An applicant may be required to undergo at Board expense a medical review by a physician~~
42 ~~approved by the Committee.~~
- 43
- 44 ~~9. Application forms for the Bank may be obtained through the Board at each work location.~~
- 45
- 46 ~~10. The payroll office shall maintain the records of all contributions, withdrawals, and the status of the~~
47 ~~Bank. Records of the Bank will be subject to audit by the Committee. The Bank may only allocate~~
48 ~~the days on deposit at the time of a request, not to exceed the above stated individual maximums.~~
- 49
- 50

Williamson County Board of Education

**Adopted Date:**

11/19/01
Rev. 1/18/05; 9/18/06;
1/28/08; Editorial 6/18/14

5.3022

SICK LEAVE - CLASSIFIED
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2nd Reading
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- 1 ~~11. If a member does not use all days advanced from the Bank, the unused days will be returned to the~~
- 2 ~~Bank.~~
- 3
- 4 ~~12. All days collectively contributed to the Bank, and not used in any one fiscal year, shall be carried over~~
- 5 ~~to the next fiscal year.~~
- 6
- 7 ~~13. By written notice to the Human Resource office a member may withdraw from the bank participation~~
- 8 ~~on any June 30. Membership withdrawal results in forfeiture of all days contributed.~~
- 9
- 10 ~~14. The trustees shall provide for rules and regulations consistent with the provisions of these~~
- 11 ~~regulations.~~
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Williamson County Board of Education



Adopted Date:

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SICK BANK – CLASSIFIED
Page 1 of 4

2nd Reading
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1 ~~Sick leave shall mean leave of absence because of illness of the classified employee from natural causes or~~
2 ~~accident or the illness or death of the classified employee's spouse, parent, grandparent, children,~~
3 ~~grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law,~~
4 ~~sister-in-law, step-relatives as listed above, or other family member with approval of the Superintendent,~~
5 ~~which necessitates the absence of the classified employee.~~

6
7 ~~No advanced sick leave shall be allowed. Full time classified employees earn sick leave at the rate of one~~
8 ~~day per month for each full calendar month worked. Sick leave shall be cumulative for all earned days not~~
9 ~~used and may be applied to retirement under TCRS.~~

10
11 ~~When a classified employee is unable to perform his/her duties, he/she shall notify the Principal/supervisor~~
12 ~~or his designee as soon as possible before work begins.~~

13
14 ~~Maternity leave should be requested as far in advance as is practicable—generally at least 3 months prior to~~
15 ~~expected delivery.~~

16
17 ~~A physician's statement shall be filed with the employee's supervisor for each period of illness of ten or more~~
18 ~~consecutive work days. The doctor's statement should provide facts about the illness/injury, the date of~~
19 ~~commencement, and an expected date of return to work. The Superintendent may require a physician's~~
20 ~~statement for any sick leave claim. In the event of the absence of a classified employee in excess of the~~
21 ~~sick leave days available to the classified employee, the Superintendent may require an examination by a~~
22 ~~physician other than the physician certifying the previous absences. The Board would pay for the second~~
23 ~~opinion.~~

24
25 ~~If a classified employee fails to provide appropriate notice or certification for sick leave, forfeiture of the paid~~
26 ~~leave will result, with the exception of those cases deemed an emergency by the Principal/Supervisor.~~

27
28 ~~The Superintendent shall keep a record of the accumulated sick leave for each eligible classified employee~~
29 ~~in the Board's employ and shall provide a verified copy to the classified employee upon request. Each~~
30 ~~employee is responsible for reviewing his or her accrual balances for each pay period. If an employee~~
31 ~~believes an accrual balance has been incorrectly reported, the employee shall notify the payroll department.~~
32 ~~If no such notice is given, the reported accruals for each fiscal year shall become final sixty (60) days after~~
33 ~~completion of that fiscal year. Exceptions may be granted by the Superintendent when circumstances~~
34 ~~prevent timely notice.~~

35
36 WILLIAMSON COUNTY BOARD OF EDUCATION
37 CLASSIFIED EMPLOYEE SICK LEAVE BANK

38
39 **PURPOSE:** The purpose of the Classified Employee Sick Leave Bank is to provide sick leave to
40 contributors to the Bank in the event of a disabling illness/injury, and provided their available sick leave or
41 any other applicable paid leave has been exhausted.

42
43 **CLASSIFIED EMPLOYEE SICK LEAVE BANK COMMITTEE TRUSTEES:** The Classified Employee Sick
44 Leave Bank shall be administered by a Committee of Trustees in accordance with the provisions and
45 procedures outlined below. The Committee Trustees will be composed of five (5) members – four (4)
46 appointed by the School Board and the Superintendent, who shall chair, or designate a person to chair, the
47 Committee Trustees. Two (2) members of the Committee Trustees appointed by the Board must be full-
48 time classified employees of the Williamson County School System. The other two (2) Committee Trustees
49 ~~members~~ appointed by the School Board must come from the membership of the School Board.
50

Williamson County Board of Education



Adopted Date:

5.3023

SICK BANK – CLASSIFIED
Page 2 of 4

2nd Reading
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PROVISIONS

1. Membership in the Classified Employee Sick Leave Bank is limited to those individuals who are full-time classified employees. An employee is not eligible to draw from the Sick Leave Bank until they have been employed with less than ninety (90) days of membership, or 90 days of membership after completion of the employee's probationary period, whichever is later.
2. Eligible employees may join the Sick Leave Bank by donating sick leave days. The Committee may assess additional day(s) as they deem advisable.
2. Eligible employees may join the Sick Bank by contributing two (2) days initially and one (1) sick leave day for the next four (4) years. The employee will be required to provide six (6) days total. The employee may end their membership at any time during the first five (5) years. However, to re-enroll in the program, the employee would have to start the contribution all over again beginning with the initial two (2) days and an additional day each year. Sick Leave Bank days may be granted only for instances of non-elective surgery, disabling illness, injury, or catastrophic illness of the individual member.
3. The Trustees may assess additional days to be donated by participating employees as they deem advisable. Such assessment may not exceed two (2) days per year. Notwithstanding any other provision in this policy, employees who are in the first five years of joining the Sick Bank may not be required to donate more than two (2) days per year total.
4. Sick Leave Bank days may be granted only for instances of non-elective surgery, disabling illness, injury, or catastrophic illness of the individual employee member. A five (5) work day waiting period following the exhaustion of all available paid leave shall be satisfied before days from the Sick Leave Bank can be used.
5. Eligible employees may enroll during August, September and October of every year, and shall be enrolled without regard to pre-existing conditions of health if they are on active duty (on the job) at the time of contribution. New employees may contribute within the first thirty (30) calendar days after their effective dates of employment or at the beginning of the new enrollment period.
6. All donations to the Bank are "final" and will not be returned to the donor unless the Bank is dissolved.
7. Employees shall receive benefits from the Bank for their contracted period of employment. No benefits shall be paid for those days when an employee would not normally be in pay status.
8. The form and manner of application for use of leave from the Bank shall be prescribed by the Trustees. The Trustees shall act either affirmatively or negatively on all applications within ten (10) work days of receipt by the Human Resource office Department of the application. Leave grants from the Bank, approved by the Trustees, shall not be more than twenty (20) consecutive days for which the individual applicant would otherwise lose pay. Applicants may submit requests for extensions of such leave grants before or after their prior leave grants expire. The maximum number of days an employee may receive is tied to the years of membership as follows:

90 days – 5 years of membership	20 days maximum
6 – 10 years of membership	40 days maximum
11 years or more	60 days maximum

There is a cap of sixty (60) days usage per employee for the duration of employment.

Williamson County Board of Education



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SICK BANK – CLASSIFIED
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9. In the event a member is physically or mentally unable to make a request to the Sick Leave Bank for use of sick leave days, a family member or agent may file the request.
10. All records of the Sick Leave Bank shall be kept in or by the ~~Payroll~~ Human Resources office Department. The Trustees shall inform this office department of all applications they approve and the amount of additional leave granted the member.
11. If the Trustees determine it necessary, they may require a physician's statement of condition from any member requesting additional leave. Refusal to comply will result in denial of the pending request for use of sick leave days from the Bank.
12. ~~Donated~~ Sick leave does not have to granted a member from the Bank need not be repaid by the individual except as all members are uniformly assessed.
13. Any employee who has been terminated, non-renewed, or has resigned is not eligible to receive leave from the Sick Bank.

PROCEDURES

1. Contributions to the Bank must be made on the form prescribed by the ~~Committee~~ Trustees.
2. Each member must sign an enrollment form stating that he is they are aware of the provisions of the Bank and relieving the Board of Education from any liability as a result of action by the ~~Committee~~ Trustees. The form will be forwarded to the ~~personnel~~ Human Resources Department.
3. Any recommendation for approval to draw from the Bank must have the support of at least three (3) members of the ~~Committee~~ Trustees. The decision of the Sick Leave Bank ~~Committee~~ Trustees shall be final.
4. Any individual submitting a request to draw from the Bank must have made his/her a proper contribution to the Bank prior to the disabling illness or injury upon which the request is made.
5. Members of the Sick Leave Bank shall be eligible to make application to the Bank for sick leave only after having been a member of the Bank for ninety (90) calendar days. ~~after completion of the employee's probationary period.~~ A participant shall not receive any sick leave from the Bank until after having exhausted all accumulated sick, personal, compensatory, inclement weather, and annual leave, including all paid board extensions. The ~~Trustees~~ Trustees may establish regulations restricting the number of days which may be withdrawn from the Bank by one (1) member due to one (1) illness, particularly any known illness existing at the time the employee elected to participate in the Bank. Grants of sick leave from the Bank shall not be made to any member due to any elective surgery, or illness of any member of the participant's family, or during any period the member is receiving disability benefits from social security, the State retirement plan, or under the Workers' Compensation Law. An employee who has been terminated or non-renewed or has resigned is not eligible to receive sick leave from the Bank.

Williamson County Board of Education



Adopted Date:

5.3023

SICK BANK – CLASSIFIED
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2nd Reading
7/20/15

- 1 6. All requests to draw from the Bank must be made on the approved form and submitted to the Human
2 Resources office Department within thirty (30) calendar days of the first date Bank usage is
3 requested, or as soon thereafter as the employee is physically or mentally able to do so. The request
4 may be made for the employee by ~~his/her~~ their next of kin if the employee is unable to physically or
5 mentally complete the form. The Committee will approve or deny the request within ten (10) work
6 days after receipt and notify the individual of either the approval or denial of the request. Notice will
7 only be made to the Payroll Department of approved actions. The Payroll Department will take no
8 action in anticipation of the approval during the period of processing, and payments will be started on
9 the next regularly scheduled payroll for the individual.
- 10
11 7. All requests to draw from the Bank must be accompanied by a physician's statement on the
12 approved form confirming the cause of the illness or injury, signed by the physician.
- 13
14 8. An applicant may be required to undergo at Board expense a medical review by a physician
15 approved by the ~~Committee~~ Trustees.
- 16
17 9. Application forms for the Bank may be obtained through the Board, online or at each work location.
- 18
19 10. The Payroll office Department shall maintain the records of all contributions, withdrawals, and the
20 status of the Bank. Records of the Bank will be subject to audit by the ~~Committee~~ Trustees. The
21 Bank may only allocate the days on deposit at the time of a request, not to exceed the above stated
22 individual maximums.
- 23
24 11. If a member does not use all days advanced from the Bank, the unused days will be returned to the
25 Bank.
- 26
27 12. All days collectively contributed to the Bank, and not used in any one fiscal year, shall be carried over
28 to the next fiscal year.
- 29
30 13. By written notice to the Human Resources office Department a member may withdraw from the
31 ~~B~~Bank participation on any June 30. Membership withdrawal results in forfeiture of all days
32 contributed.
- 33
34 14. The Trustees shall provide for rules and regulations consistent with the provisions of ~~these~~
35 regulations this policy.
- 36
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46
47 Legal Reference:
48 T.C.A. § 49-5-811
49
50

Trip ID	Trip Date	Return Date	Approved	Origin	Trip Name	Trip Type	Activity Type	#	Destination
6754	10/2/2015	10/3/2015	7/1/2015	Brentwood High	Volleyball Match	Athletic Trip	JV Volleyball	25	AGAME Sportsplex
Notes/Fees No Cost per student.									
6760	6/22/2015	6/23/2015	7/6/2015	Brentwood Middle	TASC Summer Camp	Academic Field Trip	Student Training	10	Cumberland University
Notes/Fees NO DRIVER NEEDED - cost per student is \$235.00									
6799	6/11/2015	6/15/2015	6/16/2015	Centennial High	Cheer Camp	Athletic Trip	Varsity Cheer	27	Beach Club Resort
Notes/Fees Approximately \$525 per student to be raised by fee and fundraising. This is an annual cheer camp trip - we will leave CHS @ 7:30 am on June 11th and return to CHS on June 15th around 8:00 pm -									
6824	6/15/2015	6/19/2015	6/16/2015	Centennial High	Cheer Camp	Athletic Trip	Varsity Cheer	42	Beach Club Resort
Notes/Fees Approx. \$525 per student to be raised by fee and fundraising. Students will leave on the 15th and return on the 19th - no bus needed									
6822	7/24/2015	7/25/2015	6/15/2015	Centennial High	CHS Band - Drum Corps Show	Band Trip	Marching	100	Middle Tennessee State University
Notes/Fees Will contact before date to confirm that we actually need the 3rd bus. Bill to Band Boosters									
6802	2/11/2016	2/15/2016	6/8/2015	Centennial High	CHS Choirs to Orlando, FL	Band Trip	Chorus/Choir	38	Disney
Notes/Fees Approximately \$800 per student. This trip will provide a relevant performance and workshop opportunity presented by Disney, one of the world's most recognized sources of professionalism in the Arts. The performance, featuring both of our auditioned vocal ensembles, will be hosted by Disney Performing Arts OnStage. The workshop we are requesting would involve laying down vocal tracks on a Disney film in a working studio under a professional clinician. The end product would be a screening of our recording set to original Disney footage. Disney's program is endorsed by the National Association for Music Education (NAFME). We will also pursue an additional performance opportunity either en route, with Dr. Kevin Ford, Director of Choral Activities at UT Chattanooga, or with a choral connection in Orlando. The trip will be planned by Thomas Tours. TripTracker would not allow me to enter actual departure/return times. Actual departure is 2/11/16 at 4:00pm and return is 2/15/16 at 8:30pm.									
6751	11/30/2015	11/30/2015	7/6/2015	Fairview Elementary	FES - Skatertime	Academic Field Trip	School Wide	450	Fairview Elementary
Notes/Fees Cost per student \$9.00 No bus needed this is for students in PE Dates are from 11-30-15 to 12-17-15 each student will have 5 opportunities to skate.									
6845	7/14/2015	7/17/2015	6/15/2015	Heritage Middle	HMS cheer camp	Athletic Trip	Varsity Cheer	25	TN Tech University
Notes/Fees No Cost. Please send Donnie as our driver if possible.									
6833	7/26/2015	7/29/2015	6/24/2015	Ravenwood High	Ravenwood Football Team Camp	Athletic Trip	Varsity Football	108	Youth Incorporated
Notes/Fees No Cost to the Students									
6858	3/19/2016	3/23/2016	7/6/2015	Spring Station Middle	SSTMS Theatre Trip	Academic Field Trip	Drama	30	New York City Broadway Theatre
Notes/Fees Cost not to exceed \$1400.00 per student. No Bus Needed. We would meet at Nashville International Airport as a group and leave from there. We would attend 2 Broadway shows, take an acting workshop on Broadway with the actors from one of the shows, and visit various NY tourist sights. I have contacted several school trip tour companies and am waiting on quotes from them in order to pick the best and most affordable itinerary for the students. Students would pay for their own trip. This trips would take place during spring break of 2015 - 2016 school year so it would not interfere with any "School " day. I do not have the exact costs yet but will keep the price as low as possible for the troupe. As theater students these 8th graders have had to earn points delegated by International Thespian Society doing various theater roles that last several years in order to accumulate enough points to be able to join the International Thespian Society as Jr. Thespian. this is a great honor for them and I feel this trip would be an appropriate reward for all of their hard work. In addition, they would be able to see what happens in the theater world by observing, learning and interacting with actors in successful shows on Broadway.									
6856	1/22/2016	1/22/2016	7/6/2015	Walnut Grove Elementary	Adventure Science Center	Academic Field Trip	Kindergarten	100	Adventure Science Center
Notes/Fees Price per student \$11.50									
6855	4/27/2016	4/27/2016	7/6/2015	Walnut Grove Elementary	Nashville Children's Theatre	Academic Field Trip	Kindergarten	100	Nashville Children's Theatre
Notes/Fees Price per student \$11.00									
6857	5/6/2016	5/6/2016	7/6/2015	Walnut Grove Elementary	Nashville Zoo	Academic Field Trip	Kindergarten	100	Nashville Zoo
Notes/Fees Price per student \$10.50 Price per teacher \$2.00									



To: Dr. Looney, Dr. Farmer, Jason Golden, Leslie Holman, and Rebecca Owens

RE: Athletics Coaching Supplement Increase Proposal

In an effort to improve athletics the following changes have been made to help promote, recruit, and retain WCS Sports Conference coaches:

- High School Athletic Directors will be made 11 month employees and will receive a \$3,000 supplement. The change will delete the 7% column on the athletic schedule.
- High School Football and girls and boys Basketball head coaches have been moved from 14% to 17% on the athletic schedule.
- All 13.5% sports have been move to 14% on the athletic schedule.

Attached is the **athletic supplement** schedule for your approval. The chart is based on the prior year (2013/2014) teacher's salary schedule with application of percentages based on the sport percentage table which is also attached. \$80,000 additional funds was allocated in the 2015-16 budget for this purpose. These funds were used to increase the pay scale for high school coaches and Athletic Directors.

Staff recommends approval

Respectfully,

Jeremy Qualls

PROPOSED

2015-2016 Athletic Supplement Schedule

Pay level base on years as a coach

		17.0%	14.0%	6.5%	6.0%	5.0%	4.5%	3.5%	3.0%	2.5%	2.0%
0	\$35,000	\$5,950	4,900	2,275	2,100	1,750	1,575	1,225	1,050	875	700
1	\$35,700	\$6,069	4,998	2,321	2,142	1,785	1,607	1,250	1,071	893	714
2	\$36,414	\$6,190	5,098	2,367	2,185	1,821	1,639	1,274	1,092	910	728
3	\$36,815	\$6,259	5,154	2,393	2,209	1,841	1,657	1,289	1,104	920	736
4	\$37,339	\$6,348	5,227	2,427	2,240	1,867	1,680	1,307	1,120	933	747
5	\$37,923	\$6,447	5,309	2,465	2,275	1,896	1,707	1,327	1,138	948	758
6	\$38,550	\$6,554	5,397	2,506	2,313	1,928	1,735	1,349	1,157	964	771
7	\$39,217	\$6,667	5,490	2,549	2,353	1,961	1,765	1,373	1,177	980	784
8	\$39,920	\$6,786	5,589	2,595	2,395	1,996	1,796	1,397	1,198	998	798
9	\$40,815	\$6,939	5,714	2,653	2,449	2,041	1,837	1,429	1,224	1,020	816
10	\$41,690	\$7,087	5,837	2,710	2,501	2,085	1,876	1,459	1,251	1,042	834
11	\$42,580	\$7,239	5,961	2,768	2,555	2,129	1,916	1,490	1,277	1,065	852
12	\$43,470	\$7,390	6,086	2,826	2,608	2,174	1,956	1,521	1,304	1,087	869
13	\$44,415	\$7,551	6,218	2,887	2,665	2,221	1,999	1,555	1,332	1,110	888
14	\$45,365	\$7,712	6,351	2,949	2,722	2,268	2,041	1,588	1,361	1,134	907
15	\$61,149	\$10,395	8,561	3,975	3,669	3,057	2,752	2,140	1,834	1,529	1,223

* Chart is Based on Prior Year Teacher Salary BS Pay Lane

2015-2016 Athletic Supplements

SUPPLEMENTS Based on 2014-2015 SY BS Teachers Salary + Experience as a Coach

*Athletic Directors (High) - 11 Month Contract and \$3,000 Supplement

17%

Basketball Varsity Head (B, G)
Football Varsity Head

14%

Strength Coach (2)
***Band Director High**
Baseball Varsity Head
Softball Varsity Head
Soccer Varsity Head (B, G)
Volleyball Varsity Head
Wrestling Varsity Head

6.5%

Basketball Varsity Assistant (B, G)
Football Varsity Assistant

6%

Track Varsity (B, G)

5%

Athletic Director Middle
Baseball Varsity Assistant
Basketball Freshman Head
Basketball Middle Head (B, G)
Basketball Varsity Cheer
Football Freshman Head
Football Middle Head
Football Varsity Cheer
Soccer Varsity Assistant (B, G)
Softball Varsity Assistant
Volleyball Varsity Assistant
Wrestling Varsity Assistant

4.50%

Cross County Varsity (B, G) Golf Varsity (B, G)
Tennis Varsity (B, G)

3.50%

Baseball Middle Head
Bowling High
Soccer Middle Head (B, G)
Softball Middle Head
Volleyball Middle Head
Wrestling Middle Head

3%

Basketball Freshman Cheer
Basketball Freshman Assistant
Basketball Middle Assistant (B, G)
Basketball Middle Cheer
Cross Country Middle (B, G)
Football Freshman Cheer
Football Freshman Assistant
Football Middle Assistant
Football Middle Cheer
Golf Middle (B,G)
Tennis Middle (B,G)
Track Middle (B,G)
Track Varsity Assistant (B,G)
Wrestling Varsity Cheer

2.50%

Baseball Middle Assistant
Soccer Middle Assistant (B, G)
Track Middle Assistant (B, G)
Wrestling Freshman Assistant
Wrestling Middle Assistant
Wrestling Middle Cheer
Softball Middle Assistant
Volleyball Middle Assistant

2%

Baseball Sixth Grade
Basketball Sixth Grade (B, G)
Football Sixth Grade
Softball Sixth Grade
Volleyball Sixth Grade

Note: If, in the following athletic activities, both girls and boys have separate practice times every day and may receive a separate, full supplement for each activity; however, if one person has common practice times for boys and girls together, the supplement is limited to 1.5% times (X) the assigned supplement. **These activities are:** bowling, tennis, cross country, golf, and track.


***High School Band Director requires certification as an Educator. The supplement is negotiated with the WCEA and may also be found in the contract.**

1320 West Main Street, Suite 202
Franklin, TN 37064-3700
(615) 472-4000
fax (615) 472-4190



July 20, 2015

TO: Members, Williamson County Board of Education

FROM: Mike Looney, Ed. D., Superintendent 

SUBJECT: Approval of Title X, McKinney-Vento Grant

This memo is to request the approval of the Title X, McKinney-Vento Grant, 2016, \$15,000, allowing superintendent approval of revisions and amendments as follows:

“The Williamson County Board of Education approves the Title X, McKinney-Vento Grant and authorizes the superintendent to file any necessary budget revisions, plan addenda, or transfer requests.”

142 2015-16 PROPOSED BUDGET IN Eplan for ESEA as AMENDED BY NO CHILD LEFT BEHIND			
(ePlan defined as "Tennessee Electronic Planning and Grants Management System")			
WILLIAMSON COUNTY BOARD OF EDUCATION APPROVAL			
Title X, McKinney-Vento Grant			
20-Jul-16			
	Budget	ePlan	Total by Category
Description	Lines	Title X	
Regular Instruction Support Services			
72210			
Secretary	72210 161	13,934.00	
Social Security	72210 201	864.00	
Employer Medicare	72210 212	202.00	
TOTAL INSTRUCTIONAL SUPPORT		\$ 15,000.00	15,000.00
REVENUE			
Title X, McKinney-Vento	47149	\$ 15,000.00	\$ 15,000.00



M E M O R A N D U M

DATE: June 30, 2015

TO: School Board Members

FROM: Kevin Fortney
Director of Facilities & Construction

CC: Mike Looney, Ed.D., Superintendent
Jason Golden, Deputy Superintendent & General Counsel

RE: Fairview High School
Installation of LED Advertising Board

Fairview High School has requested permission to install an LED advertisement board alongside the existing football field score board located at the north end of the field. The sign measures 15'6" high by 16'6" long. The sign will be installed on two 8-inch diameter schedule 40 pipes embedded in concrete to a depth of 9 feet. The drilled piers for the sign is being provided by MTEMC at no cost to the school district. The purpose of the sign is to allow the sale of advertisement to local vendors as a fund raising mechanism. The LED scoreboard is being given to the school with long term commitments to some advertisers to assist in funding the cost of the sign. The football booster organization is paying for the necessary fiber optic cable necessary to operate the sign. The cost of the fiber optic cable is detailed on the attached quotation.

Installation of the advertisement board will be monitored by the Facilities & Construction office. Staff recommends approval provided the sign is installed on the property of Fairview High School free of any debt.

Building Modification Request

RECEIVED

Projects over \$10,000 will be a Capital Budget item and will be placed on the 5-year request plan.

MAY 20 2015

*** Required Fields**

* School: Fairview High School Requested By: Juli Tyler Facilities & Construction Dept.

* Justification for Request: (Ex: Increased Enrollment, Program Change, New Program Requirement)

Modernization of football field. Innovative solution to ad selling and sponsorships of football program

* Scope of Work: We will install new ^{LED} scoreboard and electronic scoreboard at Northern end of football field. This will include the running of a fiber optic line from press booth's second floor back room to scoreboard.

* Attach plans and a sketched map showing the exact location.

* Funding Source: Football program donations

* Attach proof of available funding for total project amount.

* Estimated Cost (Attach quotes): \$2800.⁰⁰ is highest estimate. Mid-grade estimate attached. \$1191.⁰⁰

* Principal Signature: Juli Tyler Date: May 4, 2015

Principal, send this completed form and attachments to your Assistant Superintendent.

This section to be completed by Central Office staff.

Ass't Superintendent Signature: Charles E. Forner Date: 5/20/15
(After reviewing, please send this form and attachments to the Director of Facilities & Construction)

Requires WCS Board Approval: Yes No

Director of Facilities & Construction Comments: _____

Director of Facilities & Construction Signature: _____ Date: _____

Forwarded to Maintenance by Director of Facilities & Construction on _____ Date: _____

Maintenance Recommendations: _____

Director of Maintenance Signature: _____ Date: _____

Kevin Fortney

From: Jeremy Qualls
Sent: Wednesday, July 08, 2015 11:08 AM
To: Kevin Fortney
Subject: Fwd: Release of Debt Letter
Attachments: image001.jpg

Sent from my iPhone

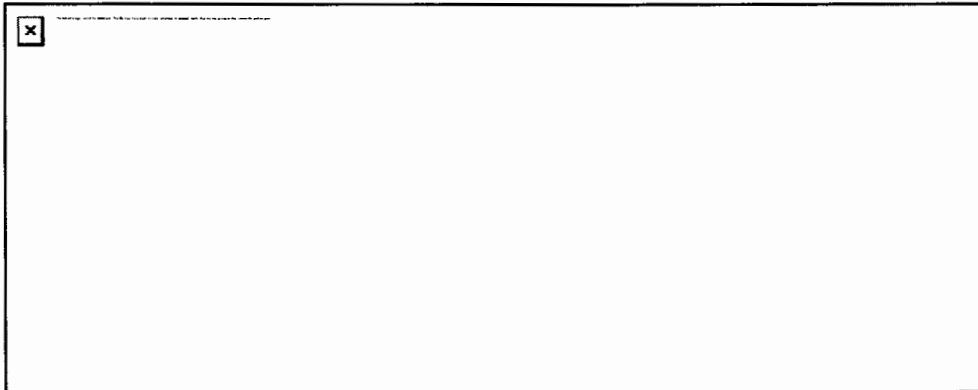
Begin forwarded message:

From: Skip Hulan <skip@swcled.com>
Date: July 8, 2015 at 10:57:34 AM CDT
To: <chrish1@wcs.edu>
Cc: 'Jeremy Qualls' <jeremy.qualls@wcs.edu>
Subject: Release of Debt Letter

To Whom It May Concern,

Signs and Wonders has agreed to donate the remaining amount of the scoreboard and ad board at no cost to Fairview high School and Williamson County Schools. Signs and Wonders will assume all cost of purchase and installation of the scoreboard and ad board.

Thank You,
Thomas O. Hulan Jr. (Skip) Owner



COST

- The cable should be "6 fiber MM 62.5 Outdoor Armored cable that is *pre-terminated*".
- discount-low-voltage.com seems to be a good supplier for this. They sell for a base charge of \$175 plus \$1.27 per foot of length.

Estimate a need for 800 feet of cable. Two years ago I measured from the press booth to the concession stand. That included distance from the top of the booth to the ground, from the booth to the back of the concession building, and then into the building. That measurement was 700 feet. I assume the distance from the press booth to the scoreboard would be slightly longer -- probably 800 feet. That leads to a price of:

$\$175 + (\$1.27 \times 800) = \$1191$ Tax and shipping are additional

INSTALLATION

- Bury the cable in a trench that is deep enough to go below the frost line -- about 18" to 24" deep
- Following a line from the ticket-booth-fence to the existing scoreboard, (1) cross the sidewalk that is next to the fence, and (2) cross the entry road that goes to the track
- Install straight and level where possible
- Install corners with a Minimum Bend Radius (MBR) of 7 times the diameter of the cable -- MBR of 2 inches or greater
- Keep the tensile load limit below 200 pounds when pulling cable, and do not twist the cable
- Protect the cable against inadvertent damage from digging. Bury concrete pads in the trench but above the cable, or (not as good) mark the trench



**FAIRVIEW HIGH SCHOOL
Yellow Jacket Football**



2595 Fairview Blvd.
Fairview, TN 37062
Phone: 615-472-4400 Fax: 615-472-4421

To: Whom It May Concern
From: FHS Football Coaching Staff
Date: May 5, 2015
Re: Yellow Jackets Football Funds

The FHS Football program is prepared to pay for the fiber optic cable run from the press box to the new jumbo tron not to exceed \$2800. We plan to raise money through program ads from parents and local businesses to make this happen. We were able to raise in excess of \$6,000 the last six years through banner and program sales that are run through our booster club.

Please feel free to call (615-260-2747) or email me at Chrish1@wcs.edu if you have any questions regarding the FHS football program.

Thanks,

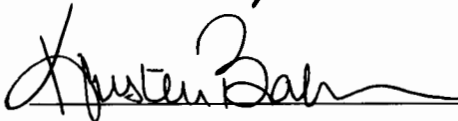
Head Coach

Chris Hughes



FHS Booster Club

Kristen Baker



Fairview High School PTO
 Athletic Boosters
 2595 Fairview Blvd
 Fairview TN 37062

Account Number 86085941
 Statement Date 04/30/2015
 Page 1

TYPE OF ACCOUNT - First Business Checking
 STATEMENT SUMMARY

Beginning Balance	03/31/2015		\$7,057.32	0
Deposits/Credits		0 Credits	\$0.00	
Checks/Debits		0 Debits	\$0.00	
Service Charge			\$0.00	
Ending Balance	04/30/2015		\$7,057.32	


OVERDRAFT/RETURN ITEM FEES

	Total for this Period	Total Year to Date
Total Overdraft Fees	0.00	0.00
Total Returned Item Fees	0.00	0.00

PLEASE EXAMINE AT ONCE. IF NO ERROR IS REPORTED IN 30 DAYS, THE ACCOUNT WILL BE CONSIDERED CORRECT. ALL ITEMS ARE CREDITED SUBJECT TO FINAL PAYMENT.



M E M O R A N D U M

DATE: June 23, 2015
TO: School Board Members
FROM: Kevin Fortney 
Director of Facilities & Construction
CC: Mike Looney, Ed.D., Superintendent
Jason Golden, Deputy Superintendent & General Counsel
RE: **Longview Elementary School**
Walking Track

Longview Elementary school has requested permission to make improvements to their property by constructing a walking track in the open play field at the southernmost area of the site. A map depicting the first phase of the project is attached. The project is to be funded by the Longview PTO and we have verified the funds are available for the project.

The construction will be performed by Sessions Paving, LLC. This office will prepare a contract for construction which will include the following clause:

"The Williamson County Board of Education is a third party beneficiary to this contract and shall have the power to enforce the terms of this contract on the parties hereto, including but not limited to any claim for breach of contract, quantum meruit, and any tort claims for property damage. Further, the Contractor herein agrees to indemnify and hold harmless the Williamson County Board of Education, its officials, employees and agents, from any tort claim from a third party or otherwise, or any other liability, arising out of Contractor's actions on the property of the Williamson County Board of Education or for any other actions of the Contractor."

The facilities and construction office will monitor the construction of the project. Staff recommends approval.

SESSIONS PAVING COMPANY

P.O. Box 90266
 NASHVILLE, TENNESSEE 37209

PROPOSAL

(615) 356-0600

TO Williamson County Schools 1320 West Main Street Franklin, TN 37064 Attn: Mr. Kevin Fortney	PHONE	456-3693	DATE	7/08/15
	JOB NAME / LOCATION			
	Walking Track @ Longview Elementary School 2929 Commonwealth Drive Spring Hill, TN			
JOB NUMBER		JOB PHONE		

We hereby submit specifications and estimates for:

furnishing the necessary labor, equipment, and material to construct a walking track (1,320' by 8') at Longview Elementary School. We will excavate, shape and grade, place 6 inches crushed stone base and then lay 2 inches Hotmix Surface on Approx. 1,175 SY for a Lump Sum of \$37,880.00.

NOTE: Our BID includes respreading topsoil and seeding and straw as necessary.

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

Thirty Seven Thousand Eight Hundred Eighty and 00/100 Dollars (\$ 37,880.00)

Payment to be made as follows:

PAYMENT WILL BE DUE WITHIN 10 DAYS OF OUR INVOICE.

All material is guaranteed to be as specified. All work to be completed in a professional 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 Worker's Compensation Insurance.

Authorized Signature

Robert A. Hutchinson
 Pres.

Note: This proposal may be withdrawn by us if not accepted within

10 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: _____



Date: 06/24/2015
 Time: 11:01 AM
 Branch: SPRING HILL COLUMBIA PIKE

Transactions

Account Number: *****5033
 Branch of Account: 05179-SPRING HILL COLUMBIA PIKE

Current Posted Balance:	\$ <u>500.00</u>
Outstanding Transactions:	\$ <u>2,100.00</u>
Available Balance	\$ <u>500.00</u>
Standard Overdraft Coverage / Regions Overdraft Protection:	<u>Pay to Overdraft Limit</u>

<u>Proc. Date</u>	<u>Amount</u>	<u>Serial Number</u>	<u>Tran Code</u>	<u>Description</u>	<u>D/C</u>	<u>Source</u>	<u>Running Balance</u>
Pending	2,100.00			TAKE A DEPOSIT - NON CASH	C	0000	2,600.00 *
01/21/15	500.00		0020	DEPOSIT - THANK YOU	C	0007	500.00

Regions Track Fund
 Savings
 Account

* We are still expecting a check from Atmos Energy for \$2500.00 and a check from David St. Charled for \$1000.00.

** With Capital Bank Track Funds of \$33,275.24 and Regions Savings Account of \$2000.00, we currently have a total of \$35,875.24 with additional checks we will have \$39,375.24 in savings. If we need ~~emergency~~ additional funds, we can pull from our checking account with \$13,474.42 in it.

The pending items listed above do not always post in the order in which the transactions are displayed.

For all your banking needs, please call 1-800-REGIONS (734-4667) or visit us on the Internet at www.regions.com.
 Thank You For Banking With Regions!



Date: 06/24/2015
 Time: 11:00 AM
 Branch: SPRING HILL COLUMBIA PIKE

Transactions

Account Number: *****3533
 Branch of Account: 05179-SPRING HILL COLUMBIA PIKE

Current Posted Balance: \$ 12,925.42
 Outstanding Transactions: \$ 549.00
 Available Balance \$ 12,947.42
 Standard Overdraft Coverage / Regions Overdraft Protection: Pay to Overdraft Limit

<u>Proc. Date</u>	<u>Amount</u>	<u>Serial Number</u>	<u>Tran Code</u>	<u>Description</u>	<u>D/C</u>	<u>Source</u>	<u>Running Balance</u>
Pending	527.00			TAKE A DEPOSIT - NON CASH	C	0000	13,474.42 *
Pending	22.00			TAKE A DEPOSIT - CASH	C	0000	12,947.42
06/19/15	39.33	1013	0052	TELLER CASHED CHECK	D	0007	12,925.42
06/17/15	200.00	1021	0070	CHECK	D	0007	12,964.75
06/16/15	24	7005200689	0061	PAYPAL VERIFYBANK	D	0000	13,164.75
06/16/15	10.86	1015	0070	CHECK	D	0007	13,164.99
06/16/15	8	7005200646	0025	PAYPAL VERIFYBANK	C	0000	13,175.85
06/16/15	16	7005200645	0025	PAYPAL VERIFYBANK	C	0000	13,175.77
05/27/15	100.00	1017	0070	CHECK	D	0007	13,175.61
05/22/15	43.20	1019	0070	CHECK	D	0007	13,275.61
05/20/15	715.00	1020	0070	CHECK	D	0007	13,318.81
05/18/15	100.00	1016	0070	CHECK	D	0007	14,033.81
05/08/15	72.00		0020	DEPOSIT - THANK YOU	C	0007	14,133.81
05/05/15	560.04	1014	0070	CHECK	D	0007	14,061.81
05/04/15	848.55	1010	0070	CHECK	D	0007	14,621.85
04/29/15	62.47	9011766549	0040	ORIENTAL TRADIN 5964	D	0000	15,470.40
04/28/15	275.00	1012	0070	CHECK	D	0007	15,532.87

* This is our checking account at Regions

The pending items listed above do not always post in the order in which the transactions are displayed.

For all your banking needs, please call 1-800-REGIONS (734-4667) or visit us on the Internet at www.regions.com.
 Thank You For Banking With Regions!

[\(/tob/live/usp-core/app/home\)](#)

[My Settings \(launchapp?appcode=My+Settings\)](#)

[Help \(/tob/live/usp-core/static/help.html\)](#)

[Support](#)

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Last Visit: Jun 8, 2015

[My Accounts](#)

[Bill Pay](#)

[\(launchapp?appcode=My+Accounts\)](#)

[\(launchapp?appcode=Bill+Pay\)](#)

[Move Money](#)

[Manage Money](#)

[Additional Services](#)

My Accounts

DEPOSIT ACCOUNTS

[Make a transfer](#)

Business Interest
Checking

\$28,274.01

Better Business
Savings

\$5,001.28

\$33,275.29

**

Outside Accounts

Checking

Savings

Add Outside Accounts

Keep track of all your other accounts and credit cards here

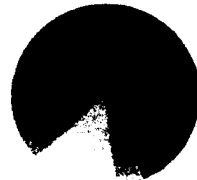
DO YOU KNOW Telephone Banking 800 838 6111 Option 1

Make a Payment

Hint:

You can quickly and easily pay virtually any bill, any person here

View My Spending



- Mortgage
- Dining
- Utilities
- Groceries
- Household
- Daycare

Track all your spending

Analyze spending behavior and find ways to save by simplifying your budget

Powered by FinanceWorks

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FDIC (<https://www.fdic.gov/>)



(<http://portal.hud.gov/hudportal/HUD>)

DIGITAL

My Better Business Savings *4820 account details

06/24/15, 7:59AM

Account details -My Better Business Savings *4820

Balance	\$5,001.28
Available	\$5,001.28
YTD interest	\$0.61
Type	Savings
Number	820000684820
ACH number	820000684820
Interest rate	0.049%
Accrued interest	\$0.58
2014 interest	\$0.67

Page 1 of 1

My Business Interest Checking *4858 account details		06/24/15, 7:58AM
Account details -My Business Interest Checking *4858		
Balance		\$28,274.01
Available		\$28,274.01
Type		Checking
Number		2524858
ACH number		2524858
Interest rate		0.050%
YTD interest		\$5.45
Accrued interest		\$0.89
2014 interest		\$13.93
Page 1 of 1		

CONTRACT OF EMPLOYMENT

between

Michael Looney

and the

Williamson County Board of Education

This Employment Contract is entered into this 21st day of September, 2009, by and between the Williamson County Board of Education, hereinafter called the "BOARD", and Michael Looney, hereinafter called the "DIRECTOR".

WITNESSETH:

That for and in consideration of the provisions herein contained and specified, the BOARD and the DIRECTOR agree as follows:

1. **EMPLOYMENT.** In accordance with its action as found in minutes of its meeting held on September 2, 2009 the BOARD hereby elects and employs Michael Looney and he does accept such employment, both in accordance with the terms and provisions herein contained.
2. **TERM OF AGREEMENT.** The term of this contract shall be three (3) years, (7) seven months beginning December 1, 2009 and ending on June 30, 2013. On or before January 1st of each year of this contract, the BOARD may, at its option, either extend this contract for a specified term not exceeding four (4) years' total duration or non-renew this contract upon the expiration date inclusive of any extensions heretofore granted. If no action is taken by the BOARD to either extend or non-renew this contract by January 1, 2013, the contract shall thereafter expire on the date consistent with the terms herein. Any approved extensions of this contract shall be reflected in the minutes of the BOARD and shall be reduced to writing and appended to this contract.
3. **PROFESSIONAL CERTIFICATION.** The DIRECTOR shall maintain and furnish to the BOARD evidence of possession of valid and appropriate credentials or other qualifications to act as Director of Schools of this county consistent with the law of the State of Tennessee and the Rules, Regulations and Minimum Standards of the State Board of Education.

4. **DUTIES.** The DIRECTOR shall have full charge of the administration of the schools under the direction of the BOARD. He 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 authority to organize the Central office as is deemed necessary, consistent with applicable law and school board policy.

5. **COMPENSATION.** The BOARD shall pay the DIRECTOR a beginning annual salary in the amount of one hundred sixty eight thousand dollars (\$168,000.00). The board may from time to time further adjust the salary and, in doing so, shall adhere to the requirements of Article 23 herein. In no case shall the salary be reduced unless such reduction is authorized and mandated by law. During the term of this agreement and any approved extensions hereto, the annual salary increases for the DIRECTOR shall, at a minimum, be equal to that of the annual local salary increase applicable to county employees.

6. **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:
 - A. An individual health care plan that provides comprehensive medical expense benefits comparable to that offered to other system employees. Family coverage may be obtained at the DIRECTOR'S expense.
 - B. Membership in the Tennessee Consolidated Retirement System in the same manner as all other employees of the BOARD. The school district contribution toward the DIRECTOR'S membership in the retirement shall be the same as for all other full-time employees.
 - C. A BOARD funded dental and optional vision insurance plan equivalent to that offered to other system employees.
 - D. A term life insurance policy in the amount of one hundred thousand dollars (\$100,000).

7. **PROFESSIONAL GROWTH.** In the interest of continuous growth, promotion, development, and advancement of the Williamson County School System, the BOARD encourages the continuing professional growth of DIRECTOR through his 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 his professional responsibilities for the BOARD; and
 - D. visits to other institutions.
8. **PROFESSIONAL LIABILITY.** The BOARD shall maintain liability insurance or coverage for alleged wrongful acts and omissions of the DIRECTOR when acting in the normal course and scope of his employment. The BOARD agrees that it shall, to the extent permitted by law, defend, hold harmless, and indemnify the DIRECTOR from any and all demands, claims, suits, actions and legal proceedings brought against the DIRECTOR in his official capacity as agent and employee of the BOARD. This indemnification obligation shall not exist with respect to violations of criminal law, improper personal gain, or willful misconduct. In no event shall individual BOARD members be considered liable for indemnifying the DIRECTOR against such demands, claims, suits, or legal proceedings. This indemnification also excludes any litigation for which this employment contract is an issue.
9. **AUTOMOBILE EXPENSE.** The BOARD shall provide an automobile to the DIRECTOR for his use and shall pay all expenses related to the official use of said automobile. In the event thereafter that the DIRECTOR chooses to use his personal automobile for official duties, he shall be reimbursed for expenses related thereto at the rate established by the State of Tennessee for governmental service. An itemization of expenses shall be required and shall precede any expense reimbursement.
10. **EMPLOYMENT RELATED EXPENSES.** The annual budget appropriation ordinance of the BOARD is intended to include provisions for employment-related expenses required in the performance of the official duties of the DIRECTOR including, but not limited to, the reasonable and necessary actual cost of appropriate and relevant meals, membership dues and the cost of attending

national, state and local association conferences; the tools and equipment necessary for the efficient operation of the administrative offices; the cost of registration, travel, and subsistence relating to the training programs which serve to continue professional education development or relating to the work of the school system.

11. **VACATION AND LEAVE.** From December 1, 2009 until June 30, 2010, the DIRECTOR shall be entitled to eight (8) vacation days. The DIRECTOR shall also be entitled to one (1) sick leave day per month employed. For each contract year thereafter, the DIRECTOR shall be entitled to fifteen (15) vacation days, one (1) sick leave day for each month employed, and three (3) days of personal or bereavement leave each fiscal year. The DIRECTOR is entitled to be absent from work on any date the BOARD declares as an official school holiday on which the system central office is closed.
12. **ACCUMULATED LEAVE.** The DIRECTOR shall be allowed to carry forward not more than ten (10) vacation days into a new contract year. All accumulated vacation days over ten shall be paid at the DIRECTOR'S calculated daily salary rate and shall be paid at the same time as the regular July payroll disbursement. All unused sick leave shall be transferred to the Tennessee Consolidated Retirement System at the end of employment with the BOARD and shall not be subject to the reimbursement.
13. **MEDICAL EXAMINATION.** The DIRECTOR hereby agrees to submit annually to a comprehensive medical examination. The cost of the examination shall be the responsibility of the BOARD.
14. **GOALS AND OBJECTIVES.** Within ninety (90) days after the effective date of this contract and, thereafter, by the regularly-scheduled October meeting of each succeeding year of this contract, the BOARD and the DIRECTOR shall meet to establish system goals and objectives for the ensuing school year including a plan for implementation of said goals and objectives. The BOARD and the DIRECTOR shall further establish the relative priority among those various goals and objectives. Said goals and objectives shall be reduced to writing and be the criteria by which the DIRECTOR is evaluated as hereafter provided. It is agreed between the parties hereto that all goals and objectives formulated by the BOARD and the DIRECTOR shall be attainable within the time limitations specified for each. It is further agreed that any goals and objectives formulated pursuant to this contract shall be subject to annual operating and capital budget appropriations.

On or prior to the regularly-scheduled BOARD meeting in October of each year of this agreement, the BOARD and the DIRECTOR shall meet to establish BOARD goals and objectives for the next succeeding school year as well as long range planning and implementation of said goals and objectives, in the same manner and with the same effect as hereinabove described.

15. **EVALUATION.**

- A. BOARD recognizes that to insure the advancement and development of the Williamson County schools and for the DIRECTOR to respond to the BOARD'S priorities and to grow in the performance of his job, the BOARD needs to make a regular evaluation of his performance. To assure that the DIRECTOR receives proper and sufficient responses for the BOARD, the BOARD shall evaluate and assess in writing the performance of the DIRECTOR. The BOARD and the DIRECTOR will schedule a structured evaluation of his performance at least once each fiscal year.
- B. This evaluation and assessment shall be reasonably related to the goals and objectives of the BOARD for the year in question.
- C. The DIRECTOR shall submit to the BOARD a recommended format for this written evaluation and assessment of his performance within thirty (30) days after the goals and objectives for the next succeeding school year are approved. The BOARD shall meet and discuss the evaluation format with the DIRECTOR, attempting in good faith to agree on the development and adoption of a mutually agreeable evaluation format. If no agreement is reached within thirty (30) days after the initial format is presented, the BOARD shall develop a format that shall be applicable to that evaluation cycle.
- D. In January of each year of this contract beginning in 2011, the BOARD and the DIRECTOR shall meet for the purpose of mutual evaluation of the performance of the DIRECTOR. If unsatisfactory in any respect, the BOARD shall describe in writing, including reasonable detail, specific instances of unsatisfactory performance. The evaluation shall include recommendations as to areas of improvement in all instances where the BOARD deems performance to be unsatisfactory. A copy of the written evaluation shall be delivered to the DIRECTOR and the DIRECTOR shall have the right to make a written response to the evaluation. This response shall become a permanent attachment to the DIRECTOR'S personnel file.

16. **REFERRALS TO DIRECTOR.** The BOARD, 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 members reasonably believe to be of significance.

17. **LOYALTY.** The DIRECTOR shall devote full time, attention, knowledge and skills solely and exclusively to the business and interests of the BOARD and the Williamson County Schools. The DIRECTOR may, from time to time, undertake consulting work, speaking engagements, writing, lecturing or other activities that do not interfere with the discharge of the DIRECTOR'S duties and responsibilities. If the DIRECTOR receives any form of compensation or remuneration for such activities, then his expenses for participation therein shall be without reimbursement and vacation or personal leave must be taken. Any outside activity as defined herein that requires more than one (1) day's absence from the central office shall be approved in advance by the Chairman of the BOARD.
18. **TERMINATION OF AGREEMENT AND SEVERANCE TERMS.** This appointment may be terminated by:
- (a) Mutual agreement of the parties;
 - (b) Retirement of the DIRECTOR;
 - (c) Disability of the DIRECTOR.

In the event of disability, illness or incapacity, as defined and determined by the Tennessee Consolidated Retirement System, and after the DIRECTOR'S sick leave has been exhausted, compensation shall be reinstated after the DIRECTOR has returned to employment and undertaken the full discharge of his duties.

If the DIRECTOR is permanently disabled, as defined and determined by the Tennessee Consolidated Retirement System, the BOARD shall have the option to terminate his appointment and declare his office vacant, with compensation to be continued after crediting any accrued sick leave, vacation, holidays and compensatory time in accord with the Tennessee Consolidated Retirement System and BOARD policies and Applicable State of Tennessee laws, he shall not be entitled to severance pay or any additional benefits under this Agreement. If there is a gap between accrued sick leave, vacation, holidays and compensatory time and the beginning Tennessee Consolidated Retirement System payments, the BOARD will, at its expense, compensate the DIRECTOR at the same rate at which Disability benefits begin.

If a question exists concerning the capacity of the DIRECTOR to return to his duties or for pertinent insurance purposes, the BOARD may require the DIRECTOR to submit to a medical examination to be performed by a doctor licensed to practice medicine. The examination shall be performed at BOARD expense.

(d) Discharge for cause:

Discharge for cause shall constitute conduct including, but not limited to, neglect of duty, insubordination, inefficiency, incompetence, or unprofessional conduct, in accordance with the laws of the State of Tennessee defined in Tennessee Code Annotated, 49-5-501 and 49-5-511 et seq., as enacted or hereafter amended. Notice of discharge for cause shall be given in writing and the DIRECTOR shall be entitled to appear before the BOARD to defend against such causes. If the DIRECTOR chooses to be accompanied by legal counsel at such meeting, he shall be responsible for all costs involved in such representation. The DIRECTOR shall be provided a written decision detailing the findings of fact and conclusions reached during the hearing.

If, during the proceeding described herein, the BOARD offers or chooses to terminate the appointment in accordance with Article 18(e), the requirement of the hearing before the BOARD shall be deemed waived by the DIRECTOR.

(e) Unilateral Termination by BOARD:

The BOARD may, at its option, unilaterally terminate this Agreement. In the event of such termination the BOARD shall pay to the DIRECTOR, as severance pay, the full salary and benefit package set forth within this contract from the actual date of termination established by the BOARD and extending for the term remaining on the contract not to exceed twenty four (24) months. Salary and benefits are defined in Articles 5 and 6 herein. Severance pay shall be disbursed on a regular monthly payroll basis. Should the BOARD exercise this option, the BOARD shall be entitled to a credit for salary and benefits it would have paid under the provisions of this contract if, during the term of payout, the DIRECTOR subsequently attains regular employment.

(f) Unilateral Termination by DIRECTOR (Resignation):

The DIRECTOR may, at his 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 his resignation.

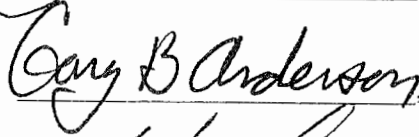
(g) Death of DIRECTOR:

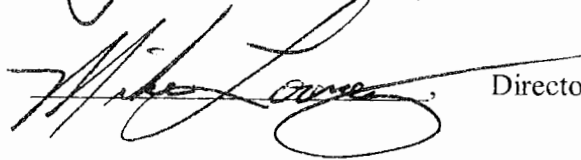
This Agreement shall terminate upon the death of the DIRECTOR.

19. **TENURE.** It is expressly understood that the DIRECTOR shall not be deemed eligible for continuing tenure as a teacher or administrator while in the employ of the BOARD and the conferral of tenure in this district and in this position is hereby expressly withheld.
20. **UNILATERAL TRANSFER.** As consideration for waiver of tenure, 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.
21. **SEVERABILITY.** The Board and the DIRECTOR agree that, in the event that any part of a clause of this contract is made illegal under federal or state law, or are held to be illegal by any court having competent jurisdiction thereof, the remainder of this contract shall continue in full force and effect with such invalid part of clause elided there from.
22. **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 the Circuit Court of Williamson County, Tennessee and shall be construed and enforced under and in accordance with the laws of the State of Tennessee.
23. **ENTIRE AGREEMENT AND AMENDMENT.** This contract contains the entire understanding of the parties and may be altered, amended or canceled only by the mutual agreement of the parties. Neither party shall be bound by any oral representations concerning modification of this contract. In order for any amendment to be effective, said amendment shall be reduced to writing, approved by the BOARD in public session, signed by the parties, and appended to the original agreement.
24. **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, his administrators, executors, legatees, heirs and assigns.
25. **MOVING EXPENSES.** The BOARD shall pay or reimburse moving and relocation expenses as documented by written invoice, expense voucher, or receipt in an amount not to exceed fifteen thousand dollars (\$15,000).
26. **RESIDENCE REQUIREMENT.** The DIRECTOR shall reside within Williamson County, Tennessee.

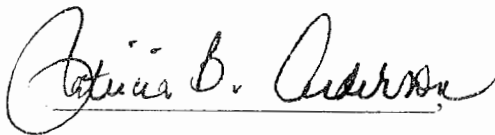
IN WITNESS HEREOF, the BOARD has caused this contract to be executed in its name by its Chairman, attested by its Vice-Chairman and the DIRECTOR has approved this contract effective on the day and year specified within the introductory paragraph of this document.


Chairman


Vice Chairman


Director of Schools

This contract was approved by vote of the school district board at a public meeting duly held on September 21, 2009 and has been spread upon the minutes of the BOARD for that meeting.


Chairman

Addendum #1 to Contract of Employment

Between

Michael Looney

and the

Williamson County Board of Education

Pursuant to the terms of Paragraph 2, TERM OF AGREEMENT, the contract of employment previously approved by vote of the Williamson County Board of Education at a public meeting duly held on September 21, 2009, allows for extension of the term of the said contract and is hereby amended as follows:

1. The ending date of this agreement shall be extended from June 30, 2013 to June 15, 2015.
2. All other provisions of the above contract shall remain in full force and effect.

In Witness Hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this 20th day of June, 2011.

 Chairperson

 Vice Chairperson

 Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on June 20, 2011 and has been spread upon the minutes of the BOARD for that meeting.

 Chairperson

Addendum #2 to Contract of Employment

Between

Michael Looney

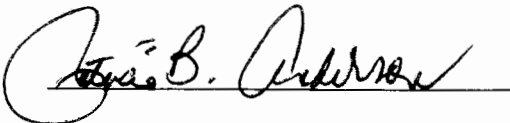
and the

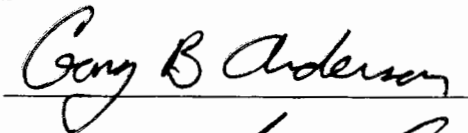
Williamson County Board of Education

Pursuant to the terms of paragraph 2, TERM OF AGREEMENT, the contract of employment previously approved by vote of the Williamson County Board of Education at a public meeting duly held on September 21, 2009, allows for extension of the term of the of the said contract. Said contract was amended by vote of the Board on June 20, 2011, to extend the ending date of the agreement from June 30, 2013 to June 15, 2015, said extension being Addendum #1 to said contract. Now therefore, the said contract and Addendum #1 are further amended as follows:

1. The ending date of this agreement shall be extended from June 15, 2015 to June 15, 2016.
2. All other provisions of the above contract shall remain in full force and effect.

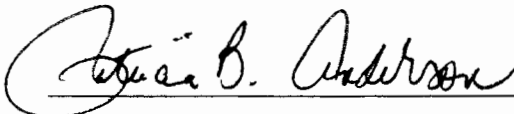
In witness hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this 18th day of June, 2012.

 Chairperson

 Vice Chairperson

 Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on June 18, 2012 and has been spread upon the minutes of the Board for that meeting.

 Chairperson

Addendum #3 to Contract of Employment

Between

Michael Looney

and the

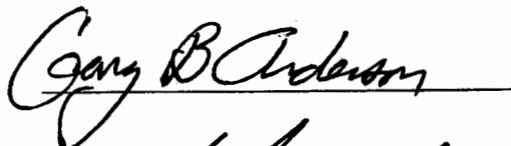
Williamson County Board of Education

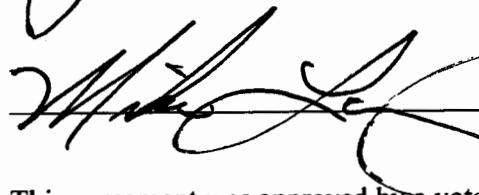
Pursuant to the terms of paragraph 2, TERM OF AGREEMENT, the contract of employment previously approved by vote of the Williamson County Board of Education at a public meeting duly held on September 21, 2009, allows for extension of the term of the of the said contract. Said contract was amended by vote of the Board on June 20, 2011, to extend the ending date of the agreement from June 30, 2013 to June 15, 2015, said extension being Addendum #1 to said contract. Said contract was again amended by vote of the Board on June 18, 2012, to extend the ending date of the agreement from June 15, 2015 to June 15, 2016, said extension being Addendum #2 to said contract. Now therefore, the said contract, Addendum #1 and Addendum #2 are further amended as follows:

1. The ending date of this agreement shall be extended from June 15, 2016 to January 15, 2017.
2. All other provisions of the above contract shall remain in full force and effect.

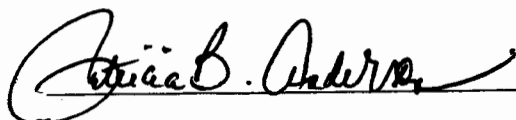
In witness hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this 22ND day of January, 2013.

 Chairperson

 Vice Chairperson

 Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on January 22, 2013 and has been spread upon the minutes of the Board for that meeting.

 Chairperson

Addendum #4 to Contract of Employment

Between

Michael Looney

and the

Williamson County Board of Education

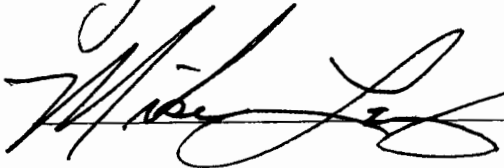
Pursuant to the terms of paragraph 2, TERM OF AGREEMENT, the contract of employment previously approved by vote of the Williamson County Board of Education at a public meeting duly held on September 21, 2009, allows for extension of the term of the of the said contract. Said contract was amended by vote of the Board on June 20, 2011, to extend the ending date of the agreement from June 30, 2013 to June 15, 2015, said extension being Addendum #1 to said contract. Said contract was again amended by vote of the Board on June 18, 2012, to extend the ending date of the agreement from June 15, 2015 to June 15, 2016, said extension being Addendum #2 to said contract. Said contract was further amended by vote of the Board on January 22, 2013, to extend the ending date of the agreement from June 15, 2016 to January 5, 2017, said extension being Addendum #3 to said contract. Now therefore, the said contract, Addendum #1, Addendum #2 and Addendum #3 are further amended as follows:

1. The ending date of this agreement shall be extended from January 15, 2017 to January 31, 2018.
2. Effective July 1, 2014, the base annual salary of the DIRECTOR shall be One hundred ninety one thousand eight hundred seventy seven dollars (\$191,877.00), representing a five percent increase from 2013-2014.
3. All other provisions of the above contract as amended not in conflict with this addendum shall remain in full force and effect.

In witness hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this 17th day of February, 2014.

 Chairperson

 Vice Chairperson

 Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on February 17, 2014 and has been spread upon the minutes of the Board for that meeting.

 Chairperson

Addendum #5 to Contract of Employment

Between

Michael Looney

and the

Williamson County Board of Education

Pursuant to the terms of paragraph 2, TERM OF AGREEMENT, the contract of employment previously approved by vote of the Williamson County Board of Education at a public meeting duly held on September 21, 2009, allows for extension of the term of the of the said contract. Said contract was amended by vote of the Board on June 20, 2011, to extend the ending date of the agreement from June 30, 2013 to June 15, 2015, said extension being Addendum #1 to said contract. Said contract was again amended by vote of the Board on June 18, 2012, to extend the ending date of the agreement from June 15, 2015 to June 15, 2016, said extension being Addendum #2 to said contract. Said contract was next amended by vote of the Board on January 22, 2013, to extend the ending date of the agreement from June 15, 2016 to January 5, 2017, said extension being Addendum #3 to said contract. Said contract was further amended by vote of the Board on February 17, 2014 to extend the ending date of the agreement from January 15, 2017 to January 31, 2018, said extension being Addendum #4 to said contract. Now therefore, the said contract, Addendum #1, Addendum #2, Addendum #3 and Addendum #4 are further amended as follows:

1. The ending date of this agreement shall be extended from January 31, 2018 to ~June 30, 2019.
2. All other provisions of the above contract as amended not in conflict with this addendum shall remain in full force and effect.

In witness hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this ____ day of _____, 2015.

_____ Chairperson

_____ Vice Chairperson

_____ Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on July 20, 2015 and has been spread upon the minutes of the Board for that meeting.

_____ Chairperson



MEMORANDUM

TO: Williamson County Board of Education
Mike Looney, Ed.D., Superintendent

FROM: Jason Golden, Deputy Superintendent & Gen. Counsel

RE: Franklin High School Master Plan Proposal

DATE: July 7, 2015

Per Dr. Looney's request, this memorandum is to confirm that we have asked the architects of Goodwyn, Mills and Cawood, Inc. to give us a written proposal for creating a master plan for FHS' campus. This firm has done the design for the middle school auditoriums and the Mill Creek Elementary/Middle School building.

The firm has been asked to make proposals based on various possible scenarios for land at the campus, including the following:

1. FHS' existing land
2. FHS' land plus Cheek Park
3. FHS' land plus the Columbia State property
4. FHS' land plus both Cheek Park and the Columbia State property

The proposals will include proposed capital improvements and land use based on needs at the school and a cost proposal for the architectural master plan for each scenario. We expect to receive these proposals before the August Board Meeting. In the event we determine we should contract with them for any of this work, we will bring a funding request to you no earlier than August based on the proposals.

2015 WCS Superintendent Evaluation Survey

Background Information of Respondents

PLEASE MARK ALL CATEGORIES THAT APPLY TO YOU.

IMPORTANT: RESPONSES ARE ANONYMOUS

- WCS Board Member (WCSB)
- WCS Senior Staff or Building Principals
- WCS Teacher
- WCS Parent Teacher Organizations Executive Leadership
- WCS Parent/Legal Guardian of Student
- WCS High School Student

For each of the following, please select the answer that most closely matches the amount of contact you have had with the WCS Superintendent during the 2014-2015 school year.

	Almost daily	Weekly	Occasionally	Never
Direct Contact with the Superintendent	0	0	0	0
Meeting where the Superintendent was also present	0	0	0	0
Direct communication from the Superintendent (phone, email, face to face)	0	0	0	0
Contact primarily through social media (Twitter, Facebook, etc..)	0	0	0	0

OTHER: Please Describe: _____

Performance Criteria and Rating Scale

As each measure of performance is considered, the following values will be utilized for evaluation:

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Shared Vision:

The WCS superintendent is an education administrator charged with facilitating the Williamson County Schools strategic plan.

The Superintendent will:

Clearly communicate the goals and vision for student achievement academically, athletically, and artistically according to the Williamson County Schools (WCS) strategic plan

- Articulate clearly the WCS Vision, Mission, and priorities to the community and the media

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Regularly monitor and evaluate the mission, vision, and implementation process and advise stakeholders

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Work effectively with the Board of Education, Administrators and Teachers, and the Community to develop long-range goals related to the WCS strategic plan

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Clearly communicate on a regular basis with the Williamson County Schools Board of Education and the community related to the progress of long-range strategic plan goals

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Seek and where possible, obtain needed resources to support faculty and staff in fulfilling district initiatives related to the implementation of the WCS strategic plan

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Preemptively identify and address potential impediments to the fulfillment of the WCS strategic plan

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Instructional Program:

The WCS Superintendent is an education administrator charged with creating and nurturing system-wide school culture and instructional programming conducive to advancing student achievement and providing faculty and staff professional development.

The Superintendent will:

- Maintain a current knowledge of developments in high quality curriculum and instruction, while ensuring that the instructional programs, materials, and textbooks provided are accurate, rigorous, and relevant for achieving desired results in student achievement in correlation with the WCS strategic plan

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Advocate for academic rigor and excellence which will prepare students to be college and/or career ready

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Meet the instructional needs and where possible, interests of all Williamson County Schools students

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Where possible, consider the ideas of WCS students, WCS families, WCS faculty and staff, and the Williamson County Schools community prior to reaching decisions regarding instructional expectations and programs

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Where possible, procure materials and technologies necessary to positively affect instruction and student learning

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Provide opportunities for faculty and staff to develop their knowledge base and enhance their skills resulting in the strengthening of our high performing schools and student achievement levels.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Context Affecting Learning

The WCS Superintendent is an education administrator who understands and responds to the larger socioeconomic, cultural, and political context that affects the school district, our students, families, faculty, and staff

The Superintendent will:

- Inspire and encourage students, faculty, staff, and administrators to perform their best.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Work with the Williamson County Schools Board of Education and staff to develop and effectively utilize policies and procedures that advance the WCS strategic plan

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Identify and resolve district and community challenges that affect our students, faculty, staff, and families

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Ensure that WCS policies and regulations are followed in appropriate and timely manners

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Accept the responsibility for leadership and decision-making as the leader of WCS.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Ethics

The WCS Superintendent is an education administrator who acts with integrity, fairness, and in an ethical manner to reach the goals of the WCS strategic plan.

The Superintendent will:

- Demonstrate integrity and ethical behaviors when presenting self or representing the district within and outside of the community

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Advocate for WCS students, families, faculty and staff, and Board of Education

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Represent the district fairly and ethically in implementing district policies, practices, rules and regulations to all WCS stakeholders

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Management:

The WCS Superintendent is an education administrator who ensures management of the organization, its operations, finances, and resources for a safe, efficient, and effective learning environment that supports student achievement.

The WCS Superintendent will:

- Provide effective leadership and support for school administrators, teachers, staff, and the Williamson County Schools Board of Education to reach the goals established in the WCS strategic plan.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Produce an annual budget that provides a model for adequate funding for district priorities as stated in the WCS strategic plan

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Collaborate with building and district administrators to manage and use funds and other resources effectively to reach the goals of the WCS strategic plan.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Ensure the health and safety of students and district personnel by providing a secure and safe learning and teaching environment

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Provide a plan for adequate maintenance for WCS buildings, grounds, and equipment

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Create a proactive strategy of facilities management to meet the demands of student population growth and declining WCS infrastructure

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Clearly explain budget issues and decisions to the Williamson County Schools Board of Education, administrators, faculty and staff, and Williamson County government decision makers.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Family & Community Relations:

The WCS Superintendent is an education administrator who collaborates with families and community members to achieve the goals in the WCS strategic plans.

The WCS Superintendent WILL:

- Actively engage with the community at events, activities, and through organizations within WCS and throughout Williamson County

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Communicate with families and the community about district issues and initiatives through a variety of communication avenues

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Seek and establish partnerships with local area businesses, institutions of higher education, and community groups to strengthen programs and support the WCS strategic plan inspiring and encouraging all students to reach their potential for success

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Identify, develop, and utilize a wide variety of resources to build and strengthen school, family, and community relationships.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Treat all Williamson County Schools community stakeholders equitably

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Recognize, respect, and respond to the cultural differences and varied interests among families and community groups.

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

- Contribute expertise to community organizations to increase the effectiveness of collaboration in supporting Williamson County Schools

N/A	1	2	3	4
No opinion or not applicable to my level of contact with the Superintendent	Performance does not meet expectations	Performance is developing and growth remains necessary	Performance meets expectations with proficient skills and effective abilities	Performance consistently exceeds expectations with exceptional efficacy

Additional Comments

SUBMIT

Williamson County Board of Education



Adopted Date:
11/14/78

3.2017

CLEANING PROGRAM

1st Reading
7/20/15

1 The custodian contracted custodial service is responsible to the principal for the condition and
2 appearance of the building at all times. Custodians are supervised by the custodial contract
3 administrator. Specifically he is Custodians may at times be responsible for unlocking the
4 building in the morning and locking it in the evening. He is also responsible for unlocking and
5 locking the building for after hours activities which may be carried out in the building.
6

7
8 It shall be the responsibility of each building principal to develop and maintain a janitorial work
9 schedule which will detail the procedures to be followed in cleaning and maintaining the school
10 plant and grounds.
11

12 The Principal shall have the authority to direct the day-to-day activities of custodial staff.
13 The directions given by Principals shall be limited to the scope of work described in the
14 contract for custodial services, and shall be subject to review by the custodial contract
15 administrator and the contracting officer.
16

17 Cleaning and other chemical products shall be applied in a manner that conforms to any
18 applicable safety regulations and manufacturer's recommendations. Students, parents, and
19 staff should be protected from exposure to health harming substances and chemicals.
20
21

22 The custodian, through the principal, custodial service shall be responsible for having the
23 necessary consumables, supplies and equipment available on-site for effectively operating the
24 school facilities. Used consumables and cleaning products will be disposed of appropriately.
25

26 Inventories shall be maintained, supplies safeguarded, and effective distribution developed.
27

28 One of the important custodial responsibilities is utility conservation. Each custodian shall report to
29 the principal faulty equipment or careless use of water, heating, gas, and electricity. The report of
30 an irregularity, such as escaping gas or a damp area in the vicinity of a water main, might save the
31 school system considerable money if reported.
32
33

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36 Legal Reference:
37 T.C.A. 49-2-121
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Williamson County Board of Education



Adopted Date:

2/17/92
Rev. 8/21/06
Editorial 5/27/14

3.2019

REPAIRS & ALTERATIONS

1st Reading
7/20/15

1 Major repairs may not be made on the school buildings without the permission of the
2 Superintendent of Schools. Any new construction, renovation or alteration to school facilities or
3 grounds shall first be approved by the Board.
4

5 Repairs and alterations should be performed in as safe a manner as possible. To the extent
6 practicable, maintenance, cleaning, repair, and other projects that could trigger indoor air
7 pollutants or environmental safety concerns should be scheduled at times when students,
8 parents, and staff will not be negatively impacted through chemicals, fumes, particulate
9 matter, or other health damaging substances.
10

11
12 Normally, Regular requests for maintenance service shall be made in writing to the Maintenance
13 Department. Emergency requests for maintenance service may shall be made by telephoning the
14 Maintenance Department and explaining the need. The Maintenance Supervisor Director shall
15 arrange to have the work completed as soon as possible.
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45 Legal Reference
46 T.C.A. 49-2-121
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Memo

To: Mike Looney, WCS School Board
From: Tim Gaddis
CC: Jaci Stewart, Melissa Dufrechou, Charles Farmer
Date: July 7, 2015
Re: Textbook Adoption for Special Art Course

Independence High School will offer *Art and the American Identity* as a special course in 2015-2016, as approved by the Board at the April 20, 2015 meeting.

Staff recommends Board approval of *Art History: Eighteenth to Twenty First Century, Third Edition* as the primary text for this course. The author is Marilyn Stokstad, and the text is published by Pearson, Prentice Hall.

The proposed text was reviewed by WCS advanced art teachers, a university art professor, and some citizen reviewers, using the district rubric for textbook evaluation. The reviews were consistently positive from all participating individuals.

To: Board of Education
From: Leslie C. Holman, CFO
RE: Intra-category Budget adjustments for 2014-2015
Date: June 30, 2015



The following 2014-2015 intra category adjustment will require your approval. It will not require County Commission approval.

Intra-category Budget Transfers

End of Year Intra-category Adjustments

After we received information from the county risk managements office for year end accruals, there is a need to adjust the Board's major category to reflect additional funds within the workmen compensation insurance account. After year end trustee commission accrual was posted there were sufficient funds within the trustee commission account to cover this need.

Staff recommends approval

To: Board of Education
 From: Leslie Holman, Chief Financial Officer
 RE: Intra category transfer – General Purpose Budget
 Date: July 2, 2015



After the preliminary close of the budget was done, there were a few lines items within the Boards major category that needed to be adjusted due to accrual claims for insurance. This need was funded by transferring from other line items within the major category to cover.

From:

141.72310.550600	General Liability	\$100,000
141.72310.551000.	Trustees Commission	50,000

To:

141.72310.551300	Workmen Comp Insurance	\$150,000
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Staff recommends approval.

**A RESOLUTION OF THE WILLIAMSON COUNTY BOARD OF EDUCATION
REGARDING STANDARDIZED TESTING**

WHEREAS, our nation’s future well-being relies on a high-quality public education system that prepares all students for college, careers, citizenship and lifelong learning; and

WHEREAS, our nation’s school systems have been spending growing amounts of time, money and energy on high-stakes standardized testing, in which student performance on standardized tests is used to make major decisions affecting individual students, educators and schools; and

WHEREAS, the over-reliance on high-stakes standardized testing in state and federal accountability systems is undermining educational quality and equity in U.S. public schools by hampering educators’ efforts to focus on the broad range of learning experiences that promote the innovation, creativity, problem-solving, collaboration, communication, critical thinking and deep subject-matter knowledge; and

WHEREAS, it is widely recognized that standardized testing is an inadequate and often unreliable measure of both student learning and educator effectiveness; and

WHEREAS, the over-emphasis on standardized testing has caused considerable collateral damage in too many schools, including narrowing the curriculum, teaching to the test, reducing love of learning, pushing students out of school, driving excellent teachers out of the profession, and undermining school climate, and draining precious resources; and

WHEREAS, high-stakes standardized testing has negative effects for students from all backgrounds, and especially for low-income students, English language learners, children of color, and those with disabilities; and

WHEREAS, the culture and structure of the systems in which students learn must change in order to foster engaging school experiences that promote joy in learning, depth of thought and breadth of knowledge for students.

NOW, THEREFORE, BE IT RESOLVED:


The Williamson County Board of Education calls on the Governor, state legislature and state education boards and administrators to reexamine public school accountability systems in this state, and provide parents the right to opt their children out of any state or federally mandated test or assessment without reprisal or penalty to student grades or standing. Furthermore, no mandated test or assessment score should be used for any student, administrator or teacher evaluation.

Votes: _____ In Favor _____ Against
 _____ Abstain
 _____ Absent

The Board authorizes its Chair to sign below, this ____ day of _____, 2015.

P.J. Mezera, Chair

Date

To: Board of Education
From: Leslie C. Holman, CFO 
RE: Claims against Williamson County Board of Education end of Quarter
Date: July 7, 2015



Williamson County Risk Management department handles all the county's claims for property, worker compensation issues, vehicle and liability claims. A summary of our potential obligations for these claims is attached. Details of each claim are on file in the office of Risk Management. This report reflects the number of outstanding cases for the applicable year with their estimate of the total amount of potential claim that may be paid out. We are self insured through the county but actually pay the claims through line items in our budget. This is June's Quarterly report.

I have provided a historical presentation of the same quarters for other years to reflect the amounts from time to time. Since these are based on claims against the Board, representing different situations, you can see they don't follow a trend.

Risk management has also indicated that lawyers used on all claims are usually the county's attorneys (Buerger, Moseley and Carson, Attorney at Law).

The Boards limit of liability for worker comp is for the first \$250,000. For all other coverages it is limited to the first \$100,000.

If you would like further information about these cases, please call Risk Management at 790-5466.

Williamson County Schools
Summary of Cases Open with Potential for Claim
6/30/2015

			Reserve	No. of Cases	6/30/2014 Reserve	6/30/2013 Reserve	6/30/2012 Reserve
Worker's Comp							
14-15	Claim Year	296 cases pending	\$ 429,971.97				
13-14	Claim Year	26 cases pending	\$ 59,957.26	112	156,432.00		
12-13	Claim Year	20 cases pending	\$ 40,000.00	125	46,000.00	181,500.00	
11-12	Claim Year	13 cases pending	\$ 10,000.00	95	10,000.00	16,000.00	121,500.00
10-11	Claim Year	20 cases pending	\$ 39,750.00		39,750.00	42,750.00	109,750.00
09-10	Claim Year	13 cases pending	\$ 13,750.00		13,750.00	13,750.00	28,750.00
08-09	Claim Year	9 cases pending	\$ 5,500.00		550.00	5,500.00	5,500.00
07-08	Claim Year	14 cases pending	\$ 6,250.00		6,250.00	6,250.00	6,250.00
06-07	Claim Year	14 cases pending	\$ 7,500.00		7,500.00	7,500.00	12,500.00
05-06	Claim Year	5 cases pending	\$ 6,500.00		6,500.00	6,500.00	6,500.00
04-05	Claim Year	5 cases pending	\$ 8,000.00		8,000.00	8,000.00	8,000.00
03-04	Claim Year	0 cases pending	\$ -			-	-
02-03	Claim Year	0 cases pending	\$ -			-	-
01-02	Claim Year	1 cases pending	\$ 15,000.00		15,000.00	1,500.00	15,000.00
00-01	Claim Year	0 cases pending	\$ -			-	-
99-00	Claim Year	3 cases pending	\$ 12,000.00		12,000.00	12,000.00	12,000.00
98-99	Claim Year	0 cases pending	\$ -			-	-
97-98	Claim Year	2 cases pending	\$ 2,500.00		2,500.00	2,500.00	2,500.00
Total			\$ 656,679.23		324,232.00	303,750.00	328,250.00
Automobile Liability							
			Reserve				
14-15	Claim Year	3 cases pending	\$ 12,270.69				
Total			\$ 12,270.69		9,171.00	28,222.41	18,763.05
General Liability							
			Reserve				
14-15	Claim Year	2 cases pending	\$ 4,000.00				
13-14	Claim Year	0 cases pending	\$ -		91,280.00		
12-13	Claim Year	2 cases pending	\$ 30,000.00		130,000.00	2,000.00	

**Williamson County Schools
 Summary of Cases Open with Potential for Claim
 6/30/2015**

			Reserve	No. of Cases	6/30/2014 Reserve	6/30/2013 Reserve	6/30/2012 Reserve
11-12	Claim Year	1 case pending	\$ 5,000.00		25,000.00	60,000.00	33,500.00
08-09	Claim Year	1 case pending	\$ 30,000.00		30,000.00		40,000.00
Total			<u>\$ 69,000.00</u>		<u>276,280.00</u>	<u>92,000.00</u>	<u>73,500.00</u>
 Property			Reserve				
14-15	Claim Year	4 cases pending	\$ 30,292.36				
Total			<u>\$ 30,292.36</u>		<u>14,402.00</u>	<u>-</u>	<u>12,500.00</u>
Total Reserve for Claims			<u>\$ 768,242.28</u>				

All cases at this time are being represented either by Buerger, Moseley and Carson (County's attorneys).

INTEROFFICE MEMORANDUM

TO: WILLIAMSON COUNTY BOARD OF EDUCATION
FROM: LESLIE HOLMAN, CFO *LCH*
SUBJECT: END OF MONTH FINANCIALS
DATE: JULY 2, 2015

Please find attached the activity statement of our funds as of May 2015. This report will always be a month or so behind depending on when we receive information from the Trustee.

The trustee by law does not have to submit his report until the 10th of each month to the various county departments. In heavy tax collection months, he may use that entire time before he submits his report to us so that we can finalize the reconciliation process.

If you have any questions concerning this report, please call me at 472-4022.



**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
4:03PM

**141 GENERAL PURPOSE SCHOOL
REVENUES**

		2014/ 2015 BUDGET AND AMENDMENTS	2014/ 2015 YTD RECEIVED/ PAID	2014/ 2015 YTD COMMITTED (UNPAID)	2014 / 2015 UNCOLLECTED/ UNPAID	2014/ 2015 % COLLECTED/ PAID
40110	CURRENT PROPERTY TAX	96,144,110	103,537,001	-	(7,392,891)	107.69 %
40120	TRUSTEE'S COLLECTIONS-PRIOR YR	1,490,301	1,020,459	-	469,843	68.47 %
40130	CLERK & MASTER COLLECTIONS-PY	700,000	352,693	-	347,307	50.38 %
40140	INTEREST AND PENALTY	250,000	201,738	-	48,262	80.70 %
40161	IN-LIEU OF TAXES-TVA	2,600	2,610	-	(10)	100.39 %
40162	IN-LIEU OF TAXES-LOCAL	135,000	2,165	-	132,835	1.60 %
40163	IN-LIEU OF TAXES-OTHER	0	-	-	-	- %
40210	LOCAL OPTION SALES TAX	42,300,000	37,012,298	-	5,287,702	87.50 %
40275	MIXED DRINK TAX	700,000	769,312	-	(69,312)	109.90 %
40350	INTERSTATE TELECOMM TAX	15,000	13,926	-	1,074	92.84 %
41110	MARRIAGE LICENSES	8,000	6,658	-	1,342	83.22 %
42310	GEN'L SESSIONS-FINES	0	-	-	-	- %
43511	TUITION-REGULAR DAY STUDENTS	200,000	224,441	-	(24,441)	112.22 %
43513	TUITION-SUMMER SCHOOL	10,000	11,530	-	(1,530)	115.30 %
43542	CONT FOR INSTR SERV W/OTH LEA	73,000	68,507	-	4,493	93.84 %
43570	RECEIPTS FROM INDIVIDUAL SCHOO	80,000	19,800	-	60,200	24.75 %
43581	COMMUNITY SERVICE FEES-CHILDRE	492,731	340,040	-	152,691	69.01 %
43990	OTH CHGS FOR SERV-TUTORING	0	-	-	-	- %
43990	OTH CHGS FOR SERV	0	-	-	-	- %
43994	OTH CHG FOR SERV-FIELD TRIPS	270,000	312,088	-	(42,088)	115.59 %
43994	OTH CHG FOR SERV-SUPPLEMENT	0	-	-	-	- %
43999	OTH CHG FOR SERV-SUBS	3,000	162	-	2,838	5.40 %
44110	INVESTMENT INCOME	200,000	159,206	-	40,794	79.60 %
44111	INVEST INCOME-VIRON ENERGY	0	-	-	-	- %
44120	LEASE/RENTALS CHARGES-YMCA	115,000	49,592	-	65,408	43.12 %
44121	LEASE/RENTALS CHARGES-FSSD	0	-	-	-	- %
44121	LEASE/RENTALS-COMMUNITY USAGE	230,000	199,428	-	30,572	86.71 %
44127	LEASE/RENTALS-CALCULATORS	14,000	12,371	-	1,629	88.36 %
44127	LEASE/RENTALS-SIMULATOR	0	-	-	-	- %
44146	E-RATE FUNDING	25,000	12,946	-	12,054	51.78 %
44165	COMMODITY REBATES	0	20,084	-	(20,084)	- %
44170	MISCELLANEOUS REFUNDS	15,000	30,948	-	(15,948)	206.32 %
44170	MISC REFUNDS-COGENT	0	-	-	-	- %
44520	INSURANCE RECOVERY	0	-	-	-	- %
44530	SALE OF EQUIPMENT	50,000	61,811	-	(11,811)	123.62 %
44540	SALE OF PROPERTY	0	78,400	-	(78,400)	- %
44560	DAMAGES RECOVERED FROM INDIV	30,000	10,436	-	19,564	34.79 %
44570	CONTRIBUTIONS AND GIFTS	19,000	20,545	-	(1,545)	108.13 %
44570	CONT & GIFTS-ROTARY READING RO	0	-	-	-	- %

**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
4:03PM



**141 GENERAL PURPOSE SCHOOL
REVENUES**

	<u>2014/ 2015 BUDGET AND AMENDMENTS</u>	<u>2014/ 2015 YTD RECEIVED/ PAID</u>	<u>2014/ 2015 YTD COMMITTED (UNPAID)</u>	<u>2014 / 2015 UNCOLLECTED/ UNPAID</u>	<u>2014/ 2015 % COLLECTED/ PAID</u>
44990 OTHER LOCAL REVENUES	155,000	144,300	-	10,700	93.10 %
44991 OTH LOCAL REVENUES-VERIZON GRT	20,000	20,000	-	-	100.00 %
44991 OTH LOCAL REVENUES-GED WRKFRC	0	-	-	-	- %
44991 OTH LOCAL REVENUES-HLPING SCH	1,500	1,180	-	320	78.68 %
44992 OTH LOCAL REVENUES-UNITED WAY	42,500	-	-	42,500	- %
46511 BASIC EDUCATION PROGRAM	113,682,062	101,527,400	-	12,154,662	89.31 %
46512 BASIC EDUCATION PROGRAM-ARRA	0	-	-	-	- %
46515 EARLY CHILDHOOD EDUCATION	482,700	418,771	-	63,929	86.76 %
46515 OTH STATE REV-TOUCHING LIVES	0	-	-	-	- %
46530 ENERGY EFFICIENT SCHOOL INITIA	0	-	-	-	- %
46530 ENERGY EFFICIENT SCHOOL INITIA	70,304	31,827	-	38,477	45.27 %
46550 DRIVER EDUCATION	10,000	-	-	10,000	- %
46590 OTHER STATE EDUCATION FUNDS	360,811	339,001	-	21,810	93.96 %
46590 OTH ST ED-INTERNET CONNECT	0	-	-	-	- %
46591 COOR SCHOOL HEALTH-ARRA	0	-	-	-	- %
46592 INTERNET CONNECTIVITY-ARRA	0	-	-	-	- %
46594 FAMILY RESOURCE CENTERS-ARRA	0	-	-	-	- %
46599 OTH ST ED-ACT/EXPLORE PLAN	41,000	56,779	-	(15,779)	138.49 %
46610 CAREER LADDER PROGRAM	700,000	591,321	-	108,679	84.47 %
46612 CAREER LADDER PRG-EXTD CONTRAC	105,700	104,320	-	1,380	98.69 %
46615 EXTENDED CONTRACT-ARRA	0	-	-	-	- %
46790 OTHER VOCATIONAL	4,500	-	-	4,500	- %
46851 STATE REVENUE SHARING-TVA	1,035,535	815,697	-	219,838	78.77 %
46980 OTHER STATE GRANTS	0	-	-	-	- %
46981 SAFE SCHOOLS-ARRA	0	-	-	-	- %
46990 OTHER STATE REVENUES	0	-	-	-	- %
47120 ADULT EDUCATION ST GRANT PROGR	0	-	-	-	- %
47139 OTHER VOCATIONAL	0	-	-	-	- %
47143 SPECIAL EDUCATION-GRANTS TO ST	723,702	723,702	-	-	100.00 %
47145 SPECIAL EDUCATION PRESCH GRANT	0	-	-	-	- %
47189 NCLB TEACHER TRAINING	0	-	-	-	- %
47590 OTHER FEDERAL THROUGH STATE	0	-	-	-	- %
47640 ROTC REIMBURSEMENT	350,000	303,881	-	46,119	86.82 %
47990 OTHER DIRECT FEDERAL REVENUE	0	-	-	-	- %
48130 OTHER GOVERNMENTS-CONTRIBUTION	0	-	-	-	- %
48610 DONATIONS-CITIZEN GROUPS	0	-	-	-	- %
49700 INSURANCE RECOVERY	744,699	751,887	-	(7,188)	100.97 %
49800 TRANSFERS IN	0	-	-	-	- %
49805 TRANSFERS IN-INDIRECT COST	350,000	-	-	350,000	- %

**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
4:03PM



	2014/ 2015 BUDGET AND AMENDMENTS	2014/ 2015 YTD RECEIVED/ PAID	2014/ 2015 YTD COMMITTED (UNPAID)	2014 / 2015 UNCOLLECTED/ UNPAID	2014/ 2015 % COLLECTED/ PAID
141 GENERAL PURPOSE SCHOOL					
TOTAL REVENUES	262,451,755	250,381,261	-	12,070,494	95.40 %
EXPENDITURES					
71100 REGULAR INSTRUCTION	139,673,138	112,685,592	3,740,791	23,246,755	83.36 %
71150 ALTERNATIVE INSTRUCTION	455,535	374,422	260	80,853	82.25 %
71200 SPECIAL EDUCATION INSTRUCTION	35,028,412	29,750,653	166,917	5,110,842	85.41 %
71300 VOCATIONAL EDUCATION INSTR	5,959,577	4,658,230	133,688	1,167,660	80.41 %
71400 STUDENT BODY EDUC PRGM	1,771,550	1,559,341	95,820	116,389	93.43 %
71600 ADULT EDUCATION INSTRUCTION	0	-	-	0	- %
72110 ATTENDANCE	410,610	297,319	-	113,291	72.41 %
72120 HEALTH SERVICES	3,462,342	3,174,948	11,821	275,573	92.04 %
72130 OTHER STUDENT SUPPORT	8,183,512	6,661,395	271,012	1,251,105	84.71 %
72210 INSTRUCTION SUPPORT	8,443,127	6,999,796	9,168	1,434,163	83.01 %
72220 SPECIAL EDUCATION SUPPORT	4,349,566	3,651,601	93,019	604,946	86.09 %
72230 VOCATIONAL SUPPORT	289,085	206,861	468	81,756	71.72 %
72260 ADULT EDUCATION SUPPORT	0	-	-	0	- %
72310 BOARD OF EDUCATION	5,603,103	4,985,261	62,135	555,707	90.08 %
72320 OFFICE OF SUPERINTENDENT	1,603,772	1,040,489	17,722	545,561	65.98 %
72410 OFFICE OF PRINCIPAL	18,008,590	15,630,723	-	2,377,867	86.80 %
72510 FISCAL SERVICES	1,360,931	1,189,352	8,875	162,704	88.04 %
72520 HUMAN SERVICES/PERSONNEL	854,063	746,342	6,583	101,138	88.16 %
72610 OPERATION OF PLANT	14,924,281	11,804,432	966,285	2,153,564	85.57 %
72620 MAINTENANCE OF PLANT	6,953,447	5,077,864	1,199,582	676,002	90.28 %
72710 TRANSPORTATION	15,432,159	12,492,800	1,404,708	1,534,652	90.06 %
72810 CENTRAL AND OTHER	5,089,192	4,519,402	89,702	480,087	90.57 %
73100 FOOD SERVICE	0	-	-	0	- %
73300 COMMUNITY SERVICES	707,084	586,373	18,746	101,965	85.58 %
73400 EARLY CHILDHOOD/PRE K	833,135	681,592	5,189	146,354	82.43 %
76100 REGULAR CAPITAL OUTLAY	0	-	-	0	- %
99100 TRANSFERS OUT	0	-	-	0	- %
TOTAL EXPENDITURES	279,396,211	228,774,789	8,302,489	42,318,932	84.85 %



**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
4:03PM

		<u>2014/ 2015</u>	<u>2014/ 2015</u>	<u>2014/ 2015</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>
		BUDGET AND	YTD RECEIVED/	YTD COMMITTED	UNCOLLECTED/	% COLLECTED/
		AMENDMENTS	PAID	(UNPAID)	UNPAID	PAID
142 SCHOOL FEDERAL PROJECTS						
REVENUES						
47131	CARL PERKINS VOC ED	295,770	249,204	-	46,566	84.26 %
47139	OTHER VOCATIONAL	5,000	-	-	5,000	- %
47141	NCLB TITLE I	1,715,610	1,094,974	-	620,636	63.82 %
47142	NCLB TITLE V	0	-	-	-	- %
47143	SPECIAL EDUCATION-GRANTS TO ST	6,253,382	5,572,802	-	680,580	89.12 %
47145	SPECIAL EDUCATION PRESCH GRANT	129,877	99,140	-	30,737	76.33 %
47146	ENGLISH LANGUAGE ACQUISITION	106,041	51,562	-	54,479	48.62 %
47147	SAFE & DRUG-FREE SCHLS-ST GRT	0	-	-	-	- %
47149	ED FOR HOMELESS CHLD & YOUTH	17,369	12,269	-	5,100	70.64 %
47189	NCLB TEACHER TRAINING	411,131	310,876	-	100,254	75.61 %
47311	RACE TO THE TOP - ARRA	1,591	1,591	-	-	100.00 %
47590	OTHER FEDERAL THROUGH STATE	0	-	-	-	- %
49800	TRANSFERS IN	0	-	-	-	- %
TOTAL REVENUES		8,935,771	7,392,418	-	1,543,353	82.73 %
EXPENDITURES						
71100	REGULAR INSTRUCTION	1,564,396	1,103,265	10,252	450,878	71.18 %
71200	SPECIAL EDUCATION INSTRUCTION	5,122,370	4,734,818	294	387,257	92.44 %
71300	VOCATIONAL EDUCATION INSTR	213,706	190,661	-	23,044	89.22 %
72120	HEALTH SERVICES	685,313	642,426	-	42,886	93.74 %
72130	OTHER STUDENT SUPPORT	99,106	72,008	5,061	22,037	77.76 %
72210	INSTRUCTION SUPPORT	616,257	357,199	39,530	219,529	64.38 %
72220	SPECIAL EDUCATION SUPPORT	427,464	372,883	-	54,581	87.23 %
72230	VOCATIONAL SUPPORT	7,943	2,938	-	5,005	36.99 %
72410	OFFICE OF PRINCIPAL	38,043	30,788	-	7,255	80.93 %
72710	TRANSPORTATION	0	-	-	0	- %
72810	CENTRAL AND OTHER	0	-	-	0	- %
99100	TRANSFERS OUT	161,268	-	-	161,268	- %
TOTAL EXPENDITURES		8,935,864	7,506,986	55,138	1,373,740	84.63 %



**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
4:03PM

		<u>2014/2015 BUDGET AND AMENDMENTS</u>	<u>2014/2015 YTD RECEIVED/ PAID</u>	<u>2014/2015 YTD COMMITTED (UNPAID)</u>	<u>2014/2015 UNCOLLECTED/ UNPAID</u>	<u>2014/2015 % COLLECTED/ PAID</u>
143 CENTRAL CAFETERIA						
REVENUES						
43521	LUNCH PAYMENTS-CHILDREN	4,944,000	4,882,114	-	61,886	98.75 %
43522	LUNCH PAYMENTS-ADULTS	300,000	211,735	-	88,265	70.58 %
43523	INCOME FROM BREAKFAST	133,900	181,055	-	(47,155)	135.22 %
43525	A LA CARTE SALES	3,193,000	3,244,547	-	(51,547)	101.61 %
43525	A LA CARTE SALES-CATER	50,000	29,107	-	20,893	58.21 %
44110	INVESTMENT INCOME	4,600	2,661	-	1,939	57.85 %
44170	MISCELLANEOUS REFUNDS	6,000	2,281	-	3,719	38.02 %
46520	SCHOOL FOOD SERVICE	100,000	103,742	-	(3,742)	103.74 %
46590	OTHER STATE EDUCATION FUNDS	0	-	-	-	-
46990	OTHER STATE REVENUES	0	-	-	-	-
47110	USDA COMMODITIES	584,729	548,049	-	36,680	93.73 %
47111	USDA SCHOOL LUNCH PROGRAM	2,226,000	1,924,157	-	301,843	86.44 %
47113	USDA SCHOOL BREAKFAST PROGRAM	280,800	266,639	-	14,161	94.96 %
47114	USDA-OTHER	0	23,162	-	(23,162)	-
47590	OTHER FEDERAL THROUGH STATE	12,500	12,500	-	-	100.00 %
TOTAL REVENUES		11,835,529	11,431,749	-	403,780	96.59 %
EXPENDITURES						
73100	FOOD SERVICE	11,963,676	10,755,359	346,823	861,495	92.80 %
TOTAL EXPENDITURES		11,963,676	10,755,359	346,823	861,495	92.80 %



**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
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		<u>2014/ 2015 BUDGET AND AMENDMENTS</u>	<u>2014/ 2015 YTD RECEIVED/ PAID</u>	<u>2014/ 2015 YTD COMMITTED (UNPAID)</u>	<u>2014 / 2015 UNCOLLECTED/ UNPAID</u>	<u>2014/ 2015 % COLLECTED/ PAID</u>
146 EXTENDED SCHOOL PROGRAM						
REVENUES						
43581	COMMUNITY SERVICE FEES-CHILDRE	3,142,565	3,049,492	-	93,073	97.04 %
43581	COMM SVC FEE-CHILDCARE CCD FEE	0	19,189	-	(19,189)	-
43581	COMM SVC FEE-ELEM WORLD LANGU	266,600	121,839	-	144,761	45.70 %
43581	COMM SVC FEE-ELWP CCD FEE	0	1,814	-	(1,814)	-
43991	OTH CHG FOR SERV-PARENT PD FEE	0	-	-	-	-
44110	INVESTMENT INCOME	1,500	898	-	602	59.86 %
44170	MISCELLANEOUS REFUNDS	0	-	-	-	-
TOTAL REVENUES		3,410,665	3,193,231	-	217,434	93.62 %
EXPENDITURES						
73100	FOOD SERVICE	0	-	-	0	-
73300	COMMUNITY SERVICES	3,855,025	2,946,028	152,455	756,542	80.38 %
TOTAL EXPENDITURES		3,855,025	2,946,028	152,455	756,542	80.38 %



**WILLIAMSON COUNTY BOARD OF EDUCATION
MONTHLY / QUARTERLY BUDGET REPORT
MONTH ENDING 05/31/2015**

06/16/2015
4:03PM

		<u>2014/ 2015 BUDGET AND AMENDMENTS</u>	<u>2014/ 2015 YTD RECEIVED/ PAID</u>	<u>2014/ 2015 YTD COMMITTED (UNPAID)</u>	<u>2014 / 2015 UNCOLLECTED/ UNPAID</u>	<u>2014/ 2015 % COLLECTED/ PAID</u>
177 EDUCATION CAPITAL PROJECTS						
REVENUES						
44110	INVEST INCOME-GO BONDS2010	0	(3,748)	-	3,748	- %
44110	INVEST INCOME-CO SCH BOND	0	(22,713)	-	22,713	- %
44110	INVEST INCOME-GO BOND 2009B	0	(10,940)	-	10,940	- %
44110	INVEST INCOME-CO SCH BOND 2009	0	(48,157)	-	48,157	- %
44110	INVEST INCOME-GO ANT NOT 2012a	0	(2,506)	-	2,506	- %
44110	INVEST INCOME-CO ANT NOTE 2012	0	(1,898)	-	1,898	- %
44110	INVEST INCOME-CO BAN2013B	0	(2,253)	-	2,253	- %
44110	INVEST INCOME-GO BAN2013A	0	(8,664)	-	8,664	- %
44110	INVEST INCOME-GO SCH BOND 2013	0	(30,132)	-	30,132	- %
44111	INVEST INCOME-CO SCH BOND 2013	0	(19,526)	-	19,526	- %
44111	INVEST INCOME-GO SCH BOND 2014	0	39,976	-	(39,976)	- %
44111	INVEST INCOME-CO SCH BND 2014A	0	39,835	-	(39,835)	- %
44170	MISCELLANEOUS REFUNDS	0	-	-	-	- %
48130	OTHER GOVERNMENTS-CONTRIBUTION	0	-	-	-	- %
48131	OTH GOV-CONTRIBUTIONS GENERAL	0	21,253,000	-	(21,253,000)	- %
48132	OTH GOV-CONTRIBUTIONS RURAL	0	22,747,000	-	(22,747,000)	- %
49800	TRANSFERS IN	0	214,964	-	(214,964)	- %
49801	TRANSFERS IN - GENERAL DEBT	0	-	-	-	- %
49802	TRANSFERS IN - RURAL DEBT	0	-	-	-	- %
TOTAL REVENUES		0	44,144,237	-	(44,144,237)	- %
EXPENDITURES						
91300	EDUCATION CAPITAL OUTLAY	0	39,325,594	49,547,070	(88,872,664)	- %
TOTAL EXPENDITURES		0	39,325,594	49,547,070	(88,872,664)	- %

To: Leslie Holman
 From: Kirk Elliott
 Date: July 1, 2015
 Purchasing Report

SCAA

Purchasing Department
 1320 West Main Street Suite 202
 Franklin, Tennessee 37064-3700
 Phone (615) 472-4010
 Fax (615) 472-5609



Contains bid projects for the month of June, 2015

The following is a summary of pertinent bid data for inclusion with the Board Materials to be reviewed at the next meeting. The summary is in order of ascending bid sequence numbers and not necessarily by date. Pursuant to Board Policy this summary reports recent RFB's (Request for Bids) and / or RFP's (Request for Proposals) that were administered by the WCS Purchasing Department. As always any purchasing - bid project that may require Board action should appear on the Board Agenda. The projects listed below do not require any Board action at the present time and are listed here for your information. If further details are needed please contact the Purchasing Department to review any of the related bid - project files. In addition to the projects listed in this monthly report the WCS Purchasing Department continues to review, approve and process numerous daily purchase orders that encompass day to day operations as well as negotiate renewals of previously bid contracts.

RFP # 980	Outsourced Custodial Services					
Project	This project consisted of soliciting proposals for the district's outsourced custodial services. The awarded bidders for this project will receive a five year annual contract. In order to ensure the district is receiving the most efficient, cost effective cleaning program that will provide our students and teachers a proper learning environment. The RFP was divided into two scenarios that would allow pricing for two or three zones. After the submitted bids were evaluated by a team of WCS staff members the decision was made to award and continue operating under the two zone model.					
Department	Purchasing Department					
Advertised	Monday, May 25, 2015 in the Tennessean					
Bid Opening	Wednesday, June 17, 2015 at 3:30 pm					
	Two Zone Model		Three Zone Model			
	North	South	Central	East	West	
Bidders - Directly Solicited by WCS	Abbco Services					
	ABM	\$2,909,375.76	\$3,145,750.92	\$2,108,709.60	\$1,908,967.68	\$2,153,051.64
	Advance Cleaning	\$3,228,384.60	\$3,219,554.40	\$2,257,927.20	\$1,945,701.60	\$2,259,320.40
	All-Pro Services					
	Aramark Services					
	Centaur Services					
	Coverall Health					
	Facility Services					
	Frantz Building					
	GCA Services	\$2,235,261.60	\$2,431,261.08	\$1,684,385.64	\$1,600,148.28	\$1,757,201.04
	General Building Maint.	\$4,211,275.16	\$4,398,770.64	\$2,971,995.24	\$2,689,832.16	\$3,010,489.20
	Service Solutions					
	Services For Education					
	Southern Maint. Syst.	\$2,134,691.52	\$2,321,203.76	\$1,669,176.00	\$1,406,452.44	\$1,698,881.88
Additional Bidders who Requested & Received documents after viewing public newspaper advertisement, or advertisement on the WCS website			None			
Awarded	Southern Maintenance Systems awarded the North Sector GCA awarded the South Sector					

RFP # 981	Outsourced Lawn Care Services			
Project	This project consisted of soliciting proposals for the districts outsourced lawn care services. The awarded bidders for this project will receive a five year annual contract. In order to ensure the district is receiving the most efficient, cost effective mowing program, the RFP was divided into three zones. After the submitted bids were evaluated by a team of WCS staff members the decision was made to award the three mowing zones as noted below.			
Department	Purchasing			
Advertised	Monday, May 25, 2015 in the Tennessean			
Bid Opening	Monday, June 15, 2015 at 3:30 pm			
Bidders - Directly Solicited by WCS	Company Name	The bid prices below are for annual amounts		
		East Zone	West Zone	Central Zone
	Brickman Lawn Care	\$163,346.00	\$175,261.50	\$ 133,722.00
	Gadco			
	Grass Masters			
	Green Valley LLC J.Edmondson	\$162,993.60	\$164,241.00	\$134,303.49
	Greenway Lawn K. Watson	\$169,344.00	\$164,241.00	\$139,536.00
	Johnson Lawn Care			
	JP Yard Care			
	Landscape Services			
	LSI	\$186,300.00	\$180,000.00	\$139,950.00
	Perfect Lawn Care			
	Prestige Lawn Care			
	Toms Lawn Care	Disqualified		
Tru Green				
Additional Bidders who Requested & Received documents after viewing public newspaper advertisement, or advertisement on the WCS website	None			
Awarded	Brickman Lawn Care, awarded the East Zone Green Valley LLC, J. Edmondson the West Zone Greenway Lawn, K. Watson the Central Zone			

INTEROFFICE MEMORANDUM

TO: WILLIAMSON COUNTY BOARD OF EDUCATION
FROM: LESLIE HOLMAN, CFO *LH*
SUBJECT: TRAVEL AND CONSULTANT REPORTS
DATE: JULY 2, 2015

Please find attached the travel and consultants reports for the month of June 2015. The travel report is sorted first **by conference, then by payee**. This is a monthly report that presents amounts as they **are paid**.

If you have any questions, please call me 472-4022.

Consultants Report for June 2015

Account Code			Consultant	From	Title of Course	Amount Paid	Dates of Workshop	School/ Department	Staff / Students Involved
GENERAL PURPOSE FUND 141									
141	72220	552434	Samantha Terzis	Gate Communications	Multilingual Interpreting Workshop	\$300.00	May 11	District	Teachers of students with hearing impairments
141	72210	552434	Debbie Watts	Socratic Seminars International	Socratic Seminar Introductory Workshop	\$2,070.00	May 29	District	50 Teachers
141	72220	552434	Bonnie Cramond	Torrance Center for Creativity and Talent Development	Torrance Administration and Scoring Training and Addressing Creativity in Teaching Students	\$6,422.50	May 27-28	District	30 Gifted Education Teachers
141	71400	539900	Douglas Robertson	Weird Teacher	Teaching the Weird Way Professional Development	\$2,500.00	May 29	Spring Station Middle School	Staff
FEDERAL PROJECTS FUND 142									
142	72210	552400	Ellie Terrell	Quantum Learning	Excellence in Teaching	\$8,000.00	June 3-4	District	41 Teachers and Administrators
EXTENDED SCHOOL PROGRAM FUND 146									
146	73300	552400	Thomas Ritter	Everyday Heroes	Adult, Infant, Child CPR, First Aid + AED Training	\$270.00	May 11	Bethesda Chapmans Retreat Heritage Elementary	School Age Child Care Staff
Total Consultants Paid in May:						\$19,562.50			

Out-of-State Travel Report for June 2015

					Related Travel Payments to Vendors						
Account Code			Date of Travel	Traveler	Destination	Purpose of Travel	Payee	Purpose	Amount	Reimburse Traveler	Trip Total
GENERAL PURPOSE FUND 141											
141	72210	552449	June 21-26	Stephanie McGaha	Bowling Green KY	Advanced Placement Summer Institute - English Literature and Composition	AP Summer Institute - The Center for Gifted Students - Western KY University	Registration	\$600.00		\$600.00
141	72210	552449	June 20-25	Clint Finch	Athens GA	Advanced Placement Summer Institute - European History	The University of Georgia	Registration	\$700.00		\$700.00
141	72210	552449	June 1-4	Casandra Bates	College Park GA	Advanced Placement Summer Institute / Economics	Casandra Bates	Mileage, Lodging, Meals		\$792.35	\$792.35
141	71400	552400	May 31 - June 4	Andrew Elrod	College Park GA	Advanced Placement Summer Institute / World History	Andrew Elrod	Mileage		\$242.00	\$242.00
141	72210	552490	July 6-9	Leigh Tansey	Atlanta GA	International Baccalaureate Diploma (Summer) Years Programme - Biology	Center for the Advancement and Study of International Education (CASIE)	Registration	\$935.00		\$935.00
141	72810	552455	April 13-17	Allison Nunley Christine Wolcott Barbara Jean Williams	Las Vegas NV	Edulog Training Conference	Education Logistics, Inc.	Registration	\$2,900.00		\$2,900.00
141	72230	552455	July 8-10	Dave Allen Patrick Nichols Steven Pickerill Keith Steffens Lisa Nease Christine Isong Kris Schneider	Tampa FL	Professional Learning Communities at Work Institute	Solution Tree	Registration	\$4,543.00		\$9,661.00
							Southwest Airlines/American Express	Air Fare, Car Rental	\$3,115.44		
							La Meridien Tampa	Lodging, Parking	\$2,002.56		
141	71400	552400	June 3-6	Page Middle Employees (listed below)	St. Charles MO	Professional Learning Communities At Work Institute	Tennessee Car & Van Rental	Car Rental		\$468.40	\$468.40
141	71400	552400	June 3-6	Eric Lifsey	St. Charles MO	Professional Learning Communities At Work Institute	Eric Lifsey	Rental of 2 Cars for PMS Conference Attendees, Meals		\$528.61	\$528.61

Out-of-State Travel Report for June 2015

						Related Travel Payments to Vendors					
Account Code			Date of Travel	Traveler	Destination	Purpose of Travel	Payee	Purpose	Amount	Reimburse Traveler	Trip Total
141	71400	552400	June 3-6	Belinda Perry	St. Charles MO	Professional Learning Communities At Work Institute	Belinda Perry	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Jennifer Adkisson	St. Charles MO	Professional Learning Communities At Work Institute	Jennifer Adkisson	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Pam Ashworth	St. Charles MO	Professional Learning Communities At Work Institute	Pam Ashworth	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Tawny Browning	St. Charles MO	Professional Learning Communities At Work Institute	Tawny Browning	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Joanna Brewer	St. Charles MO	Professional Learning Communities At Work Institute	Joanna Brewer	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Matt Ciaramitaro	St. Charles MO	Professional Learning Communities At Work Institute	Matt Ciaramitaro	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Tabitha Durham	St. Charles MO	Professional Learning Communities At Work Institute	Tabitha Durham	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Andrew Hedges	St. Charles MO	Professional Learning Communities At Work Institute	Andrew Hedges	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Natalie Mickey	St. Charles MO	Professional Learning Communities At Work Institute	Natalie Mickey	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Rene Osborne	St. Charles MO	Professional Learning Communities At Work Institute	Rene Osborne	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Derek Pack	St. Charles MO	Professional Learning Communities At Work Institute	Derek Pack	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Adrienne Thompson	St. Charles MO	Professional Learning Communities At Work Institute	Adrienne Thompson	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Leanne White	St. Charles MO	Professional Learning Communities At Work Institute	Leanne White	Meals		\$231.00	\$231.00
141	71400	552400	June 3-6	Michelle Whittum	St. Charles MO	Professional Learning Communities At Work Institute	Michelle Whittum	Meals		\$231.00	\$231.00

Out-of-State Travel Report for June 2015

					Related Travel Payments to Vendors						
Account Code			Date of Travel	Traveler	Destination	Purpose of Travel	Payee	Purpose	Amount	Reimburse Traveler	Trip Total
141	72210	552404	May 4-5	Tina Patterson Leiah Drew	Atlanta GA	Visit Student at Residential Facility	Tina Patterson	Mileage, Lodging, Meals		\$549.70	\$549.70
141	72510	552455	May 29 - June 3	Leslie Holman	Philadelphia PA	Government Finance Officers Association Conference (GFOA)	Leslie Holman	Meals, Tram		\$131.75	\$131.75
141	72510	552455	May 29 - June 3	Vickie Robbins	Philadelphia PA	Government Finance Officers Association Conference (GFOA)	Vickie Robbins	Mileage, Meals, Tram, Parking		\$217.89	\$217.89
141	72320	552455	September 28-30	Mike Looney Jason Golden	Austin TX	Williamson Forward Expedition Austin	Williamson, Inc.	Registration, Air Fare, Lodging, Some Meals	\$4,000.00		\$4,000.00
141	72520	539909	June 17-20	Rebecca Owens	Raleigh NC	Officer & Executive Directors Meeting of Southeastern Association of School Business Officials (SASBO)	Rebecca Owens	Mileage, Parking		\$92.00	\$92.00
FEDERAL PROJECTS FUND 142											
142	72230	552455	September 28-30	Dave Allen Rebecca Collins	Austin TX	Williamson Forward Expedition Austin	Williamson, Inc.	Registration, Air Fare, Lodging, Some Meals	\$4,000.00		\$4,000.00
142	72130	552400	June 22-24	Debbie Chessor	Bowling Green KY	Advanced Placement Summer Institute - Studio Art	Debbie Chessor	Mileage		\$261.00	\$261.00
142	72130	552400	June 22-26	Stephanie Prewitt	Bowling Green KY	Advanced Placement Summer Institute - Studio Art	Stephanie Prewitt	Mileage		\$174.00	\$174.00
										Total Out-Of-State Travel Paid in June	
											\$29,487.70



To: Board of Education

From: Deb Enright, Ed.D.

RE: Fourth Quarter Grants Received/Pending and Donations for 2014-2015

Date: July 8, 2015

The attached schedules represent the grants that have been received and those in pending status over the period 4.1.15-6.30.15. Grants are received directly by the district office, received by the district office to forward to a school site(s), or received directly by a school site from a grantor agency depending on the requirements of the grants.

The donations listed, both financial and in kind, represent the outcome of the community outreach work product of this department.

Should you have any questions, please contact Deb Enright for more details at deborah.enright@wcw.edu or 615.472.4027.

WCS Development Activity 4.1 – 6.30.15 (grants and donations) Fourth Quarter

Awarded							
Grants Awarded 4.1-6.30.15	Amount	Multi Year Y/N	Grant Administered Activity Fund or Board Accounts (Choose one)	School(s)	Grant Writer	Grant Administrator	Purpose of Grant
TDOE IDEA <i>E-Plan signals approval awaiting letter from state</i>	\$141,062.26	N	Board Accounts	Student Support Services – Transition II program	Maria Griego – High School/Transition II Specialist, Julia Lee – SSS Bookkeeper, Deb Enright – WCS Community Outreach and Development	Carol Hendlmyer – Executive Director, Student Support Services	Transportation and Staffing
TDOE Perkins Grant	\$26,000.00	N	Board Accounts	Career Technical Education	Dave Allen – CTE Coordinator Rebecca Collins – Career Counselor Deb Enright – WCS Community Outreach and Development	Dave Allen	Equipment for FvHS Megatronics CTE course offerings
Total Awarded	\$167,062.26						
Pending							
Grants Pending 1.1.15-3.31.15	Amount	Multi Year Y/N	Grant Administered Activity Fund or Board Accounts (Choose one)	School(s)	Grant Writer	Grant Administrator	Purpose of Grant
Toyota Family Learning Grant	\$174,000.00	N	Activity Fund	Fairview cluster and the Community	Lisa Beard – FvHS teacher Juli Oyer – FvHS principal Deb Enright – WCS Community Outreach and Development	Juli Oyer - Principal	Create opportunities to strengthen literacy throughout the Fairview Community
Whole Foods	\$1,487.00	N	Activity Fund	College Grove Elementary	Emily Ferguson - 2 nd grade teacher	Katherine Lillard - Principal	College Grove Elementary Garden Club
National Gardening Association	\$500.00	N	Activity Fund	Fairview High School	Deb Enright - WCS Community Outreach and Development	Juli Oyer – Principal	Fairview Community Garden
Lowe’s Education Toolbox Grant	\$3,421.38	N	Activity Fund	Page High School	Deb Enright - WCS Community Outreach and Development	Andrea Anthony - Principal	Renovation of CTE greenhouse classroom
Total Pending	\$179,408.38						

Donations from Community

Source	Donation Amount	Beneficiary School(s) or Organization	Brief Description
Anonymous	\$16,000.00	Fairview O.N.E.	Infrastructure costs for program
NISSAN	\$50,000 In kind	Williamson County Schools	100+ laptops for <ul style="list-style-type: none"> • Feed the COWS • FvHS
John Maher Builders	\$6,000	WILCOs	\$5,000 Leadership Scholarship \$1,000 program costs
Street Tuxedos	\$17,000 In kind	WILCOs	Tuxedos and outfits for student athletes
Dr. Matt Harris	\$2,000	WILCOs	Sponsor Courage Award
Scorebird	\$1,000	WILCOs	Challenge Coins
Copy Solutions	\$1,000 In kind	WILCOs	Awards & Printing
Total	Monetary Donations \$25,000 In Kind \$68,000		

Addendum #5 to Contract of Employment

Between

Michael Looney

and the

Williamson County Board of Education

Pursuant to the terms of paragraph 2, TERM OF AGREEMENT, the contract of employment previously approved by vote of the Williamson County Board of Education at a public meeting duly held on September 21, 2009, allows for extension of the term of the of the said contract. Said contract was amended by vote of the Board on June 20, 2011, to extend the ending date of the agreement from June 30, 2013 to June 15, 2015, said extension being Addendum #1 to said contract. Said contract was again amended by vote of the Board on June 18, 2012, to extend the ending date of the agreement from June 15, 2015 to June 15, 2016, said extension being Addendum #2 to said contract. Said contract was next amended by vote of the Board on January 22, 2013, to extend the ending date of the agreement from June 15, 2016 to January 5, 2017, said extension being Addendum #3 to said contract. Said contract was further amended by vote of the Board on February 17, 2014 to extend the ending date of the agreement from January 15, 2017 to January 31, 2018, said extension being Addendum #4 to said contract. Now therefore, the said contract, Addendum #1, Addendum #2, Addendum #3 and Addendum #4 are further amended as follows:

1. The ending date of this agreement shall be extended from January 31, 2018 to June 30, 2019.
2. Paragraphs 18(e) and (f) of the original agreement between the parties hereto shall be deleted and replaced by the following:

(e) Unilateral Termination by BOARD:

The BOARD may, at its option, unilaterally terminate this Agreement. In the event of such termination, the BOARD shall pay to the DIRECTOR, as severance pay, the full salary and benefit package set forth within this contract from the actual date of termination established by the BOARD and extending for the term remaining on the contract. Salary and benefits are defined in Articles 5 and 6 herein. Severance pay shall be disbursed on a regular monthly payroll basis. Should the BOARD exercise this option, the BOARD shall be entitled to a credit for salary and benefits it would have paid under the provisions of this contract if, during the term of payout, the DIRECTOR subsequently attains regular employment.

(f) Unilateral Termination by Director (Resignation):

The DIRECTOR may, at his 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 his resignation, except as otherwise provide below. In the event that such termination occurs with more than thirty (30) months remaining in the term of this Agreement, as amended, and

the DIRECTOR has terminated this agreement to take employment as a Superintendent or Director of Schools at another public school system in Tennessee or takes such employment within six (6) months after such termination, the DIRECTOR or DIRECTOR's new employer shall pay the BOARD the amount of six months' salary that would have been paid to the DIRECTOR per the terms of this agreement as amended. Said sum shall be paid to the BOARD within 6 months after said subsequent employment begins, or the first June 30 after employment begins, whichever occurs later. The purpose of this agreement is to assist BOARD with expenses related to replacement of the DIRECTOR.

3. All other provisions of the above contract as amended not in conflict with this addendum shall remain in full force and effect.

In witness hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this ____ day of _____, 2015.

_____ Chairperson

_____ Vice Chairperson

_____ Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on February 17, 2014 and has been spread upon the minutes of the Board for that meeting.

_____ Chairperson

Addendum #6 to Contract of Employment

Between

Michael Looney

and the

Williamson County Board of Education

The Williamson County Board of Education previously approved a contract of employment with Dr. Mike Looney by vote at a public meeting duly held on September 21, 2009. Said contract was amended by vote of the Board on June 20, 2011, to extend the ending date of the agreement from June 30, 2013 to June 15, 2015, said extension being Addendum #1 to the contract. Said contract was again amended by vote of the Board on June 18, 2012, to extend the ending date of the agreement from June 15, 2015 to June 15, 2016, said extension being Addendum #2 to the contract. Said contract was next amended by vote of the Board on January 22, 2013, to extend the ending date of the agreement from June 15, 2016 to January 5, 2017, said extension being Addendum #3 to the contract. Said contract was further amended by vote of the Board on February 17, 2014 to extend the ending date of the agreement from January 15, 2017 to January 31, 2018, said extension being Addendum #4 to the contract. Said contract was further amended by vote of the Board on July 20, 2015 to modify certain terms and to extend the ending date of the agreement from January 31, 2018 to June 30, 2019, said contract amendment being Addendum #5 to the contract. Now therefore, the said contract, Addendum #1, Addendum #2, Addendum #3, Addendum #4 and Addendum #5 are further amended as follows:

1. Paragraph 11 of the original agreement between the parties hereto shall be deleted and replaced by the following:

11. VACATION AND LEAVE. From December 1, 2009 until June 30, 2010, the DIRECTOR shall be entitled to eight (8) vacation days. The DIRECTOR shall also be entitled to one (1) sick leave day per month employed. For each contract year thereafter, the DIRECTOR shall be entitled to twenty-four (24) vacation days, two (2) sick leave days for each month employed, and three (3) days of personal or bereavement leave each fiscal year. The DIRECTOR is entitled to be absent from work on any date the BOARD declares as an official school holiday on which the system central office is closed.

2. Paragraph 5 of the original agreement between the parties hereto shall be deleted and replaced by the following:

5. COMPENSATION. The BOARD shall pay the DIRECTOR a beginning annual salary in the amount of one hundred sixty eight thousand dollars (\$168,000.00). The board may from time to time further adjust the salary and, in doing so, shall adhere to the requirements of Article 23 herein. In no case shall the salary be reduced unless such reduction is authorized and mandated by law. During the term of this agreement and any approved extensions hereto, the annual salary increases for the DIRECTOR shall be equal to that of the annual local salary increase applicable to county employees or 5%, whichever is greater.

The BOARD shall pay the DIRECTOR, a retention bonus of thirty thousand dollars (\$30,000), upon the continued employment of DIRECTOR through July 30, 2016, to be payable during the 2016-2017 fiscal year. The COMPENSATION for the DIRECTOR for fiscal year 2016-2017, including the retention bonus, will be used for purposes of calculating future salary increases.

3. All other provisions of the above contract as amended not in conflict with this addendum shall remain in full force and effect.

In witness hereof, the Williamson County Board of Education has caused this agreement to be executed in its name by its Chairperson and attested by its Vice Chairperson, and the Director of Schools agrees to this Addendum, effective this ____ day of _____, 2015.

_____ Chairperson

_____ Vice Chairperson

_____ Director of Schools

This agreement was approved by a vote of the Board of Education at a public meeting duly held on February 17, 2014 and has been spread upon the minutes of the Board for that meeting.

_____ Chairperson



MEMORANDUM

TO: Williamson County Board of Education

FROM: Jason Golden, Deputy Superintendent & Gen. Counsel

RE: Theater Funding for Fairview High School

DATE: July 14, 2015

CC: Mike Looney, Ed.D., Superintendent

Yesterday, after much debate, the County Commission voted to fund \$4.5 million of our \$10.1 million for theater construction. We requested funding for Fairview High School, Heritage Middle School, and Page Middle School.

We have concluded that Fairview High School's auditorium should be the first priority largely because it is the only remaining comprehensive high school without a theater.

Therefore, per Dr. Looney's request, this memorandum is to request the Board approve construction of the theater for Fairview High School, using the \$4.5 million approved by the Commission.

Staff recommends approval.
