

**RUTHERFORD COUNTY SCHOOL SYSTEM  
2240 Southpark Drive  
Murfreesboro, TN 37128**

**May 26, 2022  
5:00 P.M.**

**AGENDA**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. MOMENT OF SILENCE**
- 4. APPROVAL OF AGENDA**

**Recommended Approval---motion to approve the agenda as presented.**

**5. APPROVAL OF CONSENT AGENDA (TAB 1)**

- A. Minutes: May 2, 2022 Round Table Parent/School Board Meeting  
May 5, 2022 Board Meeting  
May 10, 2022 Special Called Board Meeting  
May 16, 2022 Special Called Board Meeting  
May 19, 2022 Special Called Board Meeting  
May 23, 2022 Special Called Selection for Director of Schools Meeting  
May 23, 2022 Special Called Budget Meeting**

**B. Community Use of Facilities**

- C. Transportation: Bus #39 – Debra Brandon requesting voluntary termination of contract  
Bus #224 – Billy Spurling requesting voluntary termination of contract  
Bus #240 – Dawn Fritz requesting voluntary termination of contract**

#### D. Purchasing (For Information)

Per TCA 49-6-2007 RCS would like to utilize Dell Computer's Buy Back Program for obsolete computers. RCS will use the funds generated to purchase new computers.

#### E. School Salary Supplements and Contract Payments:

Name	Amount	School	Funded By	Description
Thomas Capouch	NTE \$1,000.00	Blackman High	School Funds-Track	Assistant Track & Field Coach
Bradley Frasier	NTE \$2,500.00	Blackman High	School Funds-Baseball	Assistant Baseball Coach
Gregory Jones	NTE \$2,000.00	Blackman High	School Funds-Baseball	Assistant Baseball Coach
Kevin Meadows	NTE \$1,500.00	Blackman High	School Funds-Softball	Assistant Softball Coach
Jesse Messick	NTE \$2,000.00	Blackman High	School Funds-Baseball	Assistant Baseball Coach
Thomas Chestnut *1	NTE \$300.00	Blackman Middle	School Funds-Band	All Star Band
Amador Anguiano	NTE \$2,000.00	Central Magnet	School Funds-Baseball	Assistant HS Baseball Coach
Mark Kirksey	NTE \$550.00	Central Magnet	School Funds-Athletics	Game Administrators-Athletics
Allen Nichols	NTE \$500.00	Central Magnet	School Funds-Athletics	Game Administrators-Athletics
Brandon Bassham	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Richard Bolden	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Isaac Haley	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Dee Friese	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Mac Jones	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Chris Lynch	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
John McClaran	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Michael McClaran	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Alan Pepper	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Darren Shanks	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Jennifer Snell	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
William (Bo) Tollett	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker

Joseph Wilson	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Macy Tollett	NTE \$1,000.00	Eagleville	School Funds-Basketball	Referee/Table Worker
Alan Pepper	NTE \$600.00	Eagleville	School Funds-Volleyball	Volleyball Camp
Kevin Creasy	NTE \$12,000.00	Oakland High	School Funds-Indoor Facility Account	Summer Weight Room Supervisor, Indoor Coordinator and Field Maintenance
Jason Dobbs	NTE \$2,250.00	Oakland High	School Funds-Indoor Facility Account	Indoor Coordinator
Robin Goodman	NTE \$1,300.00	Oakland High	Oakland HS Baseball Boosters	Tickets
James Hawks	NTE \$3,000.00	Oakland High	Oakland HS Baseball Boosters	Field Maintenance
Perry Lyons	NTE \$3,000.00	Oakland High	Oakland HS Softball Boosters	Assistant Softball Coach
Tabbatha Martin	NTE \$2,000.00	Oakland High	Oakland HS Softball Boosters	Assistant Softball Coach
Andrew McGowan	NTE \$2,000.00	Oakland High	Oakland HS Baseball Boosters	Assistant Baseball Coach
Brandon Nolen	NTE \$3,000.00	Oakland High	Oakland HS Baseball Boosters	Assistant Baseball Coach
Chad Pritchett	NTE \$2,500.00	Oakland High	Oakland HS Baseball Boosters	Assistant Baseball Coach
Brenda Sterling *3	NTE \$400.00	Oakland High	Oakland HS Baseball Boosters	Tickets
Derry Wells	NTE \$500.00	Oakland High	Oakland HS Softball	Announcer for Softball games
Trenton Carrier	NTE \$3,500.00	Riverdale	Riverdale Baseball Boosters	Assistant Baseball Coach + Summer Camp 2022
Shiloh Edging	NTE \$1,500.00	Riverdale	Riverdale Baseball Boosters	Assistant Baseball Coach
Barry Marton	NTE \$1,800.00	Riverdale	School Funds-Football	Mowing practice Field + around stadium
Barry Marton *6	NTE \$2,000.00	Riverdale	School Funds-Various Accounts	Bus Driver

Brittany Rhinehart	NTE \$1,500.00	Riverdale	Riverdale Softball Boosters	Assistant Softball Coach
Brent Whitlock	NTE \$3,500.00	Riverdale	Riverdale Baseball Boosters	Assistant Baseball Coach + Summer Camp 2022
Megan Snyder	NTE \$750.00	Rockvale High	School Funds-Wrestling	Assistant Wrestling Coach
Johnathan White	NTE \$1,000.00	Rockvale High	School Funds-Baseball	Assistant Baseball Coach
Travis Childers	NTE \$1,420.00	Siegel High	School Funds-Baseball	Assistant JV Coach
Tommy Entrekin *6	NTE \$2,360.00	Siegel High	School Funds-Baseball	Assistant Baseball Coach/Bus Driver
Cora Proctor	NTE \$650.00	Siegel High	School Funds-Track & Field	Track Meet Management
Craig Reavis	NTE \$7,000.00	Siegel High	School Funds-Baseball	Camp Director, Open Facilities + Field Maintenance
Tyler Reeder	NTE \$1,890.00	Siegel High	School Funds-Baseball	JV Head Coach
Hillary Cummings	NTE \$1,200.00	Smyrna High	School Funds-Prom	Coordination, decorating + planning the 2022 Prom
Joshuah Powell	NTE \$2,350.00	Smyrna High	School Funds-Baseball	Assistant Baseball Coach
Matt Williams	NTE \$3,000.00	Smyrna High	School Funds-Football	Summer Field Maintenance + Summer Football program work
Teresa Darden *1	NTE \$400.00	Stewarts Creek High	School Funds-Softball	Making T-Shirt blankets for Senior girls
Toney Neal *6	NTE \$2,000.00	Stewarts Creek High	School Funds-DECA/AG	Bus Driver
LaToya Shelton *4	NTE \$1,000.00	Whitworth Buchanan	School Funds-Variou Athletic Teams & Groups	Artwork on shirts (amount approved is now \$1,600)
Tyrone Newsome	NTE \$1,500.00	Blackman High	School Funds-Softball	Assistant Softball Coach
Jeremy Selvidge	NTE \$1,200.00	Blackman High	School Funds-Track + Field	Assistant Track + Field Coach
Bobby Griggs	NTE \$2,000.00	Central Magnet	School Funds – HS Baseball	Assistant Baseball Coach
Chris Magill	NTE \$1,000.00	Central Magnet	School Funds-HS Track	Assistant HS Track Coach
Amy Ouellette	NTE \$1,000.00	Central Magnet	School Funds – HS Track	Assistant HS Track Coach
TJ Allen	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Austin Bailey	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker

Greg Barker	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Keydon Bassham	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Koltt Bassham	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Phillip Bennett	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Maddox Bouldin	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Brady Burns	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Cadance Chapman	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Shane Chapman	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Anna Grace Clement	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Ethan Cobb	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Jordan Davenport	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Rhett Deaton	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
David Deaton	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Brandon Dickerson	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Christian Edmondson	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Hayden Edmondson	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Mike Edmondson	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Sara Edmondson	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Zoe Ellis	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Jessica Ezell	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Andy Ezzelle	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Isaac Gazaway	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
CJ Goers	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Trevor Griffin	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Steve Grocock	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker

Tucker Hicks	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Ty Heoft	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Brian Hurst	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Bryson Kelley	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Chuck Kirksey	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Alex Klarer	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Cason Lamb	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Robert Leathers	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Jensen Linton	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Greg Logan	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Niketha Love	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Mark Lovinski	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Mary Lynch	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Eliza McClaran	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Ryley McClaran	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Tim McGehee	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Hayden McMahon	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Shelby Mooneyham	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Chris Moore	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Luke Parish	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Cody Pepper	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Jeremiah Phillips	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Robby Reasonover	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Jordan Reed	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Dawson Reed	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker

Scott Reed	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Jacob Rich	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Alan Rivers	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Tyler Rumley	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Isabella Sawyer	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Bobby Smith	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Bobby Snell	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Karah Snell	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Kevin Snell	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Zach Stevens	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Meah Thompson	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Randy Toombs	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Stephen Turnham	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Kylie Vaughn	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Brett Whaley	NTE \$1,000.00	Eagleville	School Funds - Basketball	Referee/Table Worker
Courtney Joyner	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Katelyn Roberts	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Madison Roberts	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Hannah Hailey	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Makayla Garber	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Zoe Ellis	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Susan Tribble	NTE \$600.00	Eagleville	School Funds - Volleyball	Volleyball Camp
Jack Bounds	NTE \$1,000.00	Oakland High	Oakland Band Boosters	Teaching musical and visual skillsets for competition
Karl Markos	NTE \$1,200.00	Oakland High	Oakland Baseball Boosters	Announcer for Baseball

Allyson Lillis	NTE \$6,000.00	Riverdale	Oakland HS Cheer Boosters	Cheerleading Coach
Derek Fuqua *4	NTE \$900.00	Riverdale	School Funds – Track	Field Event Coordinator + Zone judge (Total approved is now \$2,400)
Jazmyn Shanklin	NTE \$1,800.00	Riverdale	School Funds – Dance Team	Assistant Dance Coach + Lead Choreographer
Shelby Mireles	NTE \$1,000.00	Rockvale High	School Funds – Softball	Assistant Softball Coach
Haneef Sharif	NTE \$1,000.00	Rockvale Middle	School Funds – Track	Assistant Track Coach
Mary Braschler	NTE \$1,200.00	Siegel High	School funds – Choir	Piano accompanist
Conner Boyd	NTE \$2,000.00	Smyrna High	School Funds – Baseball	Assistant Baseball Coach
Kyle Mooney	NTE \$2,000.00	Smyrna High	School Funds – Baseball	Assistant Baseball Coach
Letwan Gipson	NTE \$2,500.00	Stewarts Creek High	School Funds – Boys Soccer	Assistant Boys Soccer Coach
Dennis Page *2	Hourly	Rockvale Middle	School Funds Clubs/Athletics + Outside groups	Additional custodial work for the 2021/2022 school year

\*\*Unless listed as an hourly rate

1. Approved previously for an amount \$500
2. Overtime rate for special events
3. Anticipate amounts over \$500 this school year
4. Amend prior approval
5. Less than \$500 but part of event total
6. Must have the approval of the Transportation Dept.

#### **F. Non-Faculty Volunteer Coaches:**

**According to Tennessee Secondary School Athletic Association (TSSAA) guidelines, Board of Education approval is required to allow non-faculty volunteer coaches to participate in the school athletic programs.**

**The following non-faculty volunteer coaches are for the 2022-23 school year:**

<u>Name</u>	<u>School</u>	<u>Sport</u>
<b>Katherine Aydelott</b>	<b>Rocky Fork Middle School</b>	<b>Band</b>
<b>Tyler Bouttavong</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Robert Chandler</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Julie Davila</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Keith Dudek</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Jessica Dunnivant</b>	<b>Rocky Fork Middle School</b>	<b>Band</b>
<b>William Elliott</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Michael George</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Tim Hale</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Stephanie Jones</b>	<b>Stewarts Creek High School</b>	<b>Choir</b>
<b>Gregory Lawson</b>	<b>Blackman High School</b>	<b>Band</b>



<b>Tonya Lawson</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Rebecca Murphy</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Jovan Quallo</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Kyle Ramsey</b>	<b>Siegel High School</b>	<b>Band</b>
<b>Kelsey Rogers</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Wilson Sharpe</b>	<b>Blackman High School</b>	<b>Band</b>
<b>James Simmons</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Holly Smith</b>	<b>Blackman High School</b>	<b>Band</b>
<b>Kristine Smith</b>	<b>Stewarts Creek High School</b>	<b>Choir</b>
<b>Amanda Vogel</b>	<b>Siegel High School</b>	<b>Band</b>
<b>Jennifer Zimmerer</b>	<b>Rocky Fork Middle School</b>	<b>Band</b>
<b>Chris Erwin</b>	<b>Rocky Fork</b>	<b>Baseball</b>
<b>Abby Rubel</b>	<b>Rocky Fork</b>	<b>Softball</b>
<b>Patrick Gatlin</b>	<b>Rocky Fork</b>	<b>Baseball</b>
<b>Kim Smith</b>	<b>Rockvale Middle School</b>	<b>Cheer</b>
<b>Tracy Nelson</b>	<b>Rockvale Middle School</b>	<b>Baseball</b>
<b>Jason Morrison</b>	<b>Rockvale Middle School</b>	<b>Girls Soccer</b>
<b>Chasity Cook</b>	<b>Blackman Middle School</b>	<b>Girls Basketball</b>
<b>Kevin Gregory</b>	<b>Blackman Middle School</b>	<b>Football</b>
<b>Amanda Hunt</b>	<b>Blackman Middle School</b>	<b>Swimming</b>
<b>Tony Molina</b>	<b>Blackman Middle School</b>	<b>Football</b>
<b>Shannon Matthews</b>	<b>Smyrna Middle School</b>	<b>Boys Basketball</b>
<b>Rod Sims</b>	<b>Rocky Fork</b>	<b>Boys Basketball</b>
<b>Harry McAnally</b>	<b>Rocky Fork Middle School</b>	<b>Football</b>
<b>Macie Pringle</b>	<b>Blackman High School</b>	<b>Volleyball</b>
<b>Scott Hall</b>	<b>Rocky Fork</b>	<b>Cross Country</b>
<b>Irvin Turner</b>	<b>Blackman Middle School</b>	<b>Track</b>
<b>Samuel Trubee</b>	<b>Smyrna Middle School</b>	<b>Football</b>

**Recommended Approval---motion to approve the consent agenda items as presented.**

## **6. RECOGNITION**

**Paula Laaser will give a presentation about the role of Speech Language Pathologists in Rutherford County Schools.**

## **7. SPOTLIGHT**

**Smyrna Elementary School has been named Rutherford County School's first STEM-designated school by the Tennessee STEM Innovation Network and the Tennessee Department of Education. Smyrna Elementary has been working toward the designation for more than a year by conducting staff STEM training, organizing work-based problems and projects with students, and completing a rigorous application process. As part of the designation, the school will receive \$30,000 to spend toward implementing additional STEM programming for students and professional development for faculty and staff members.**

**8. VISITORS**

**9. CHARTER APPLICATION(S) UPDATE – (For Information Only)**

**Amended charter applications were due on May 23rd. The Charter Review Committee has 60 days to review the amended application(s) and provide recommendation(s) to the RCS Board.**

**10. CEDAR GROVE RESIDENTIAL TREATMENT CENTER JOB DESCRIPTION (TAB 2)  
(For Information Only)**

**Cedar Grove Residential Treatment Center (CGRTC) is planning to use FY23 Title 1-D Funds for the 2022-2023 school year for a Transition Specialist position at their delinquent facility. The RCS Federal Programs department will work with CGRTC to ensure this role is utilized appropriately with these federal funds. The job description is attached.**

**11. NAMING OF FACILITIES (TAB 3)**

**1. Naming of The Central Office Board Room**

**Rutherford County Board of Education would like to honor former Executive Assistant to the Director of Schools and School Board, Joyce Michaels by naming the Board Room the "Joyce Michaels Board Room". Mrs. Michaels began her career with Rutherford County Schools in 1986 and has served nine Director of Schools and countless school board members in her time as executive assistant. She has been an institution and a true treasure to our school system.**

**Recommended Approval---motion to approve the naming of the Board Room for Rutherford County Schools after the former Executive Assistant Joyce Michaels as the "Joyce Michaels Board Room" as presented.**

**2. Naming of Rockvale Middle School Auditorium**

**Rockvale Middle would like to dedicate the auditorium in honor of Mr. Fred Barlow. Rockvale Middle School opened in 2007 under the leadership of Mr. Barlow. Under his direction, Rockvale Middle has proven to be a consistent, high achieving, Level 5 school. Mr. Barlow has created a culture that is welcoming and positive. In honor of his upcoming retirement, Rockvale Middle would like to dedicate the auditorium as the "Fred Barlow Auditorium".**

**Recommended Approval---motion to approve the naming of the Rockvale Middle Auditorium after Mr. Barlow as the "Fred Barlow Auditorium" as presented.**

## **12. HUMAN RESOURCES JOB DESCRIPTIONS (TAB 4)**

**Under the direct supervision of the Assistant Superintendent of Human Resources and Student Services, three Human Resources Benefit Specialist positions will perform a variety of tasks associated with the coordination of employee benefits. Additionally, the Senior Benefits Specialist job description has been updated for approval. Board approval is requested for these three positions to begin on July 1, 2022 along with approval of the updated Senior Benefits Specialist job description.**

**Recommended Approval---motion to approve three Human Resources Benefit Specialist positions due to movement from the county self-funded insurance health plan to the group health plans offered by the State of Tennessee for medical coverage. Funding for the three positions is to be through the GPS Fund for FY 22-23 and approve the updated Senior Benefits Specialist job description as presented.**

## **13. 2022 PROFESSIONAL DEVELOPMENT SOFTWARE MANAGEMENT SYSTEM RENEWAL (TAB 5)**

**Rutherford County School District, in compliance with state guidelines for in-service, requires teachers to earn a minimum of 6 hours of professional development per year. Performance Matters (a Power School product) provides a data management system To track, record, and house professional development course offerings. All Rutherford County teachers will have access to their professional development transcripts for license renewal and advancement. Performance Matters will provide ongoing support and maintenance services for the site. The contract of \$48,491.63 covers hosting service for a one-year term. This item is in the budget for the 2022-2023 school year.**

**Recommended Approval---motion to approve the \$48,491.63 for the hosting service, software and product for Performance Matters professionals learning management system for 7/18/2022 through 7/17/2023 as presented.**

## **14. SPECIAL EDUCATION (TAB 6)**

- 1. Change in Job Description to replace Special Education Program Specialist and Special Education Staff Development, Special Programs, and IDEIA Compliance Specialist to Special Education Supervisor.**

**As part of the restructuring process recommended by NIET, the current positions of Special Education Program Specialist and Special Education Staff Development, Special Programs, and IDEIA Compliance Specialist would change to supervisory positions under the Coordinator of Special Education. These positions would provide supervision to Central Office Special Education Support staff as well as become a direct point of contact for school personnel.**

**Recommended Approval---motion to approve the change Special Education Program Specialist and Special Education Staff Development, Special Programs, and IDEIA Compliance Specialist to the job description and title of Special Education Supervisor to be paid from Special Education GP funds pending budget approval as presented.**

**2. License and Service Agreement for Insights to Behavior Software**

**This agreement is for a District Site License for Behavioral Intervention Software which includes training modules for staff, behavioral tracking data collection tools, and software to assist teachers and staff in documentation required for behavioral intervention for students at the cost of \$98,000.00 using Transfer Out Funds budgeted through IDEA Part B for CCEIS (Comprehensive Coordinated Early Intervention Services.)**

**Recommended Approval---motion to approve the License and Service Agreement for Insights to Behavior Software District Site License to address Disproportionality of Discipline for Students with Special Needs using Transfer Out Funds budgeted through IDEA Part B for CCEIS, not to exceed \$98,000.00 for the 22-23 school year as presented.**

**3. Contractual Agreement with The Wesley Foundation of Murfreesboro, TN**

**The contract for the Lease and Rental Agreement between RCS and the Wesley Foundation is for the rental of a house located at 1607 Elrod Street, adjacent to the Wesley Foundation at MTSU. This house and the Wesley Foundation Student Center will be the central locations from which the Transition Academy program will be based. This agreement includes the use of space at the Wesley Foundation Student Center at no additional charge. The monthly rental cost of the house is \$1,500.00 per month from August 1, 2022 through July 31, 2023.**

**Recommended Approval---motion to approve the Lease and Rental Agreement of the house located at 1607 Elrod Street from August 1, 2022, through July 31, 2023, at \$1,500.00 per month. This rental, which includes use of the Wesley Foundation, will provide a continuing location at MTSU for the community-based Transition Academy for 18-22 year-olds with cognitive and developmental disabilities. The total cost, not to exceed \$18,000.00 for the 12-month period, will be paid from I.D.E.A. Part B Special Education funds as presented.**

**4. Extended Contract for Homebound Services**

**RCS proposes to offer a stipend of \$50 per hour to teachers to work after-school hours to instruct students with special needs on homebound services. Extended contracts will be utilized in cases of staffing shortages. IDEA ARP funds will be used for Extended Contract Stipends.**

**Recommended Approval---motion to approve the use of extended contract services using IDEA ARP funds to pay stipends for homebound services as presented.**

## 15. LEGAL (TAB 7)

### 1. Charges Against Tenured Teacher for Dismissal

**Charges have been brought against Helen Campbell, a tenured teacher, seeking the teacher's dismissal. Under state law, these charges must first be brought before the Board. The Board's duty when charges are brought against a tenured teacher is to determine if the charges are proven to be true, is the alleged conduct of such a nature as to warrant dismissal. If the Board determines the charges, if proven true, do warrant dismissal, the teacher will be given notice of the determination and rights under State law to a hearing before an impartial hearing officer. After the determination by the hearing officer, either side dissatisfied with the hearing officer's ruling may appeal the decision to the Board of Education.**

**A. Move to find that the charges, if proven true, would warrant dismissal.**

**B. Motion to find that the charges do not warrant dismissal.**

**Recommended Approval---** motion to approve the Board initiate a motion in line with one of the above options as presented

## 16. FINANCIAL MATTERS (TAB 8)

### 1. Budget Amendment for FY 21-22 Education Capital Projects Fund

**This clean up capital project amendment requests funds to be moved from approved capital projects that have been completed, or nearing completion, to other already approved (except one) capital projects that will need additional funding due to increased construction and material costs. The one new project is an emergency roof repair at LaVergne Middle School that complied with BOE emergency purchasing policy. This clean up amendment requests no additional revenue above the amount already provided in the current annual budget.**

**Recommended Approval---**motion to approve the clean-up capital project amendment as presented in detail.

## **2. School Meal Price Increase for 2022/23 School Year**

**With the USDA Seamless Summer Program scheduled to end prior to the beginning of the next school year, RCS needs to adjust school meal prices for the first time in since the beginning of the 2019-2020 school year. We propose the following preliminary school meal prices for the 2022-23 school year:**

**Student breakfast price - Breakfast \$2.00 all levels**

**Student Lunch prices- \$3.25 elementary and \$3.50 middle and high schools**

**Teachers/Guests – \$2.50 breakfast and \$4.25 lunch**

**Note that this fifty-cent increase per student meal is our preliminary meal price increase using our best estimate at this time. We currently do not have the USDA reimbursement rates for next year as the USDA does not provide this until mid-July. We also do not know how many of our students will continue to eat with us next year once the meals are no longer provided at no cost to the student. Our best estimate is that we are underestimating the price increase that is needed, however we would rather underestimate than overestimate with this preliminary price increase in order to maximize student meal participation at the beginning of the Fall semester. Our plan is to use excess school nutrition fund balance to pay off any initial operating losses that arise at the beginning of the school year once actual meal participation is established after the USDA Seamless Summer Program ends. Depending on how large those additional losses are, we may have to put an additional proposed price increase in front of the Board next Fall. It should be noted that in the month of March 2022 that 275,063 breakfasts were served (30.67% of all RCS students) and 545,186 lunches were served (60.80% of all RCS students). This amount is a dramatic increase in meal participation as compared to School Year 2019-2020 prior to the initiation of the USDA Seamless Summer Program.**

**Recommended Approval---motion to approve the preliminary meal price increases, understanding that an additional meal price increase in the Fall of 2022 may needed based on actual meal participation as well as operational cost increases of the school nutrition department as presented.**

### **3. Review and Approve Procedure for New School Sport Organization**

**Rutherford County School Board Policy 2.404 states “Only a group or organization that has entered into a written cooperative agreement with the board may use the name, mascot, or logo of a school or the school district to solicit or raise money, materials, property, securities, services, or other things of value”. This proposed school support organization agreement for booster clubs updates the current RCS written booster club cooperative agreement to include steps for newly formed booster clubs. This proposed cooperative agreement has been reviewed by RCS legal staff.**

**Recommended Approval---motion to approve the updated written RCS cooperative agreement as presented.**

## **17. FACILITIES (TAB 9)**

### **1. Custodial Options (For Information Only)**

**As we have begun our look to next year our Custodial staffing remains something that needs to be addressed. We are requesting you to consider taking our staff to a centralized system like what the Food Service department has implemented. The Lead Custodian would be the contact between the Principal and the Custodial Supervisor. The relocation of staff to help cover when staff is out is most needed. We have a Custodial Supervisor on staff now that can manage this. We can not continue leaving schools short staffed with open positions and staff on leave. If the staffing issues continue, we could be facing Outsourcing. This is not the preferred method of operation. There is a Plan provided should we need to go this way.**

### **2. Traffic Study (For Information Only)**

**Additions and increased traffic due to growth has created traffic issues at numerous campuses. The worst locations currently are Rockvale, Blackman, Stewarts Creek and Siegel. The initial review by staff shows that the main issue is the increased number of vehicles due to this growth. The typical solutions would include adding additional vehicle stacking on campus, longer and dedicated entrance roads, and additional turning Lanes on the roadways leading to the school. Collier Engineering recently conducted a traffic study of the Rockvale area for the developer wanting to develop the property to our south. They provided this study to us at no cost. We will review the recommendations briefly so the Board will understand what type items are suggested. Staff at both schools were able to move along all afternoon dismissal between 15 and 20 minutes. Both are excellent time frames. Collier has a long history of working with RCS on various projects and provides traffic studies for numerous school systems in our area.**

**We requested proposals for Blackman and Stewarts Creek at this time. We did not include Siegel, as TDOT has a project ongoing to widen Thompson Lane and add turning lanes. Once completed we can revisit this area. Collier Engineering Proposes to Evaluate Blackman and Stewarts Creek for \$59,460.00**

**3. Restroom Urinal Screens (For Information Only)**

**Recent conversation concerning no urinal screens in the boy's restroom at Oakland High resulted in a review of all boy's restroom. We have been provided a cost estimates of \$136,000.00 to install urinal screens in all schools that do not currently have them. We are requesting to issue an RFP for these screens.**

**4. Oakland CTE Building (Emergency item)**

**The Board previously approved the construction of a CTE building at Oakland High School. In order to provide electricity to the building, the connection of electric utilities need Board approval.**

**Recommended Approval---motion to approve connecting electrical service to the Oakland CTE building as presented.**

**18. INSURANCE UPDATE**

**19. DIRECTORS UPDATE**

**20. TENNESSEE LEGISLATIVE NETWORK (TLN) UPDATE**

**21. FEDERAL RELATIONS NETWORK (FRN) UPDATE**

**22. GENERAL DISCUSSION**

**23. ADJOURNMENT**



**RUTHERFORD COUNTY SCHOOL SYSTEM  
Board of Education  
2240 Southpark Drive  
Murfreesboro, TN 37128**

**Minutes for Parent Roundtable Discussion  
Rockvale Elementary School  
May 2, 2022**

**Board Members Present**

**Tiffany Johnson, Board Chair  
Shelia Bratton, Vice-Chair  
Coy Young  
Claire Maxwell  
Tammy Sharp  
Tim Holden**

**Tiffany Johnson called the Parent Roundtable Meeting to order at 6:00 P.M. The Pledge of Allegiance and a Moment of Silence were observed.**

**Mrs. Johnson welcomed everyone to the meeting. James Evans introduced Dr. Jimmy Sullivan who opened the meeting with discussion on Special Education. The following list was discussed by Central Office Assistant Superintendents, Dr. Sullivan, Dr. Anthony and Mr. Lee.**

**Discussion and Speakers:**

- **Dr. Sullivan gave a brief overview of Special Education.**
- **Dr. Anthony discussed Title IX complaints vs. general complaints.**
- **Mr. Lee discussed the plan for Stewarts Creek Elementary School's overcrowding.**

**Roundtable Pre-submitted questions:**

- 1. What is the plan to address overcrowding at Stewarts Creek Elementary?**
- 2. Has RCS considered building a vocational school?**
- 3. Athletic injuries and how it ties into the Dragonfly app.**

4. **Parent concerns about the way his special education child has been treated at Brown's Chapel. Also concerned about issues parents have faced with admin in the schools.**
5. **When does zero tolerance apply when a student is assaulted by another student? Policy is not being followed at all schools.**

**The floor was then opened up to the audience for any questions and comments. Several parents voiced concerns regarding:**

**Filing complaints and the process for filing a complaint.**

**Title IX information.**

**Abuse of power situations.**

**Administration issues and investigations.**

**Traffic issues and Dual Zoning.**

**Bus accessibility for Central Magnet.**

**Suggestions about using nonprofit and small businesses to help with expenses such as the adopt a school program.**

**Director of Schools Search.**

**School Capacity and fire codes questions.**

**Substitute information**

**Special Education transportation issues.**

**How to obtain records request from a school.**

**Mrs. Johnson answered questions regarding the Director of Schools search and stated there were seven candidates. Mrs. Johnson stated all seven would be interviewed. Mr. Evans is compiling a Question and Answer list that will be available to parents.**

**There being no further business, the meeting adjourned at 8:20 P.M.**

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**Tiffany Johnson, Board Chairwoman**

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**Date**

**RUTHERFORD COUNTY SCHOOL SYSTEM**  
**Board of Education Meeting**  
**2240 Southpark Drive**  
**Murfreesboro, TN 37128**

**Minutes of May 5, 2022**

**Board Members Present**

**Tiffany Johnson, Board Chair**

**Shelia Bratton, Vice-Chair**

**Coy Young**

**Jim Estes**

**Claire Maxwell**

**Tammy Sharp**

**Tim Holden**

**Bill C. Spurlock, Director of Schools**

**1. CALL TO ORDER**

**The Board Chair, Tiffany Johnson called the meeting to order at 5:00 P.M.**

**2. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was led by Claire Maxwell.**

**3. MOMENT OF SILENCE**

**The Board Chair called for A Moment of Silence.**

**4. APPROVAL OF AGENDA**

Motion made by Mrs. Bratton, seconded by Mr. Estes, to approve the agenda as presented.

Vote: All Yes

**Motion passes.**

**5. APPROVAL OF CONSENT AGENDA**

**A. Minutes: April 18, 2022 Round Table Parent/School Board Meeting  
April 21, 2022 Special Called Board Meeting  
April 21, 2022 Board Meeting**

**B. Community Use of Facilities**

**C. Routine Bids: Bid #3598 – Floor Stripping and Waxing  
Bid #3599 – Electrical for Portables**

**Request to Purchase:**

**Blackman High School would like to purchase a used 2017 EZGO TXT Gas Golf Cart from Golf Carts Fore Less at a cost of \$7,700.00. This was the overall lowest and best bid submitted to the school.**

**To be funded by Blackman High School.**

**D. School Salary Supplements and Contract Payments:**

<b>Name</b>	<b>Amount</b>	<b>School</b>	<b>Funded By</b>	<b>Description</b>
Buford Brewer	NTE \$1,000.00	Eagleville	School Funds- HS Baseball	Assistant HS Baseball Coach
Kevin Creasy	NTE \$7,000.00	Oakland High	Oakland Football Boosters	Spring/Summer Conditioning work
Larry Dobbs	NTE \$2,000.00	Oakland High	Oakland Football Boosters	Spring/Summer Conditioning work
Dianne Howard	NTE \$575.00	Oakland High	School Funds- Boys and Girls Basketball	Working Score clock at Basketball games
Jeff Kent	NTE \$1,000.00	Oakland High	Oakland Football Boosters	Spring/Summer Conditioning work
Josh Haley	NTE \$1,000.00	Riverdale	School Funds- Boys Basketball	Weights
John Bates	NTE \$850.00	Stewarts Creek High	School Funds- Baseball	Assistant Baseball Coach
Lindsay Duggin	NTE \$3,000.00	Stewarts Creek High	School Funds- Theatre- Summer Camp	Camp Instructor, Costume Design, Make up Instruction, Prop designer
Donald Fann *6	NTE \$3,500.00	Stewarts Creek High	School Funds- Theatre- Summer Camp	Camp Instructor, Bus Driver, Set Construction, Lighting Services
Brain Russell	NTE \$3,000.00	Stewarts Creek High	School Funds- Theatre- Summer Camp	Music (Choral Clinician)

Heather Reedy *1	NTE \$250.00	School Funds	School Funds-PTO Event	Music DJ for Dance
Charlotte Daugherty	NTE \$2,500.00	Oakland High	School Funds-Band	Percussion Staff
Alexander Blazek	\$60/hour	Siegel High	Siegel High Band Boosters	Private Instruction

- \*\*Unless listed as an hourly rate
1. Approved previously for an amount \$500
  2. Overtime rate for special events
  3. Anticipate amounts over \$500 this school year
  4. Amend prior approval
  5. Less than \$500 but part of event total
  6. Must have the approval of the Transportation Dept.

**E. Non-Faculty Volunteer Coaches:**

**According to Tennessee Secondary School Athletic Association (TSSAA) guidelines, Board of Education approval is required to allow non-faculty volunteer coaches to participate in the school athletic programs.**

**The following non-faculty volunteer coaches are for the 2022-23 school year:**

<u>Name</u>	<u>School</u>	<u>Sport</u>
Alexander Blazek	Siegel High School	Band
Charlotte Daugherty	Oakland High School	Band
Matthew Eric	Blackman High School	Football

Motion made by Mr. Young, seconded by Mr. Holden, to approve the consent agenda as Presented.

Vote: All yes

**Motion passes.**

**6. RECOGNITION**

**Blackman Middle Girls Basketball was recognized for being the TMSAA Girls State Champions.**

**7. VISITORS**

**Frances Rosales addressed the Board regarding nurses pay as well as a timeline for the Director of Schools search**

## **8. REVIEW OF NURSES' SALARIES AND LABOR ISSUES.**

**Sarah Winters discussed information regarding Nurses' salaries and labor issues with the Board.**

**Currently there are fifty-five (55) full-time positions. Three (3) floating full time positions, Four (4) Clinical Charge Nurse positions, One (1) LPN, One (1) PRN position, Three (3) nurses' positions that cover six schools, each having 2 schools per nurse. Forty-three schools have one (1) full time, all day nurse. Currently there are no vacant nursing positions. Mrs. Johnson asked about labor over the past year and an idea of the impact it's had with employment. Mrs. Winters stated this academic year, a total of 14 employees left employment for various reasons such as Covid as well as other reasons. Seven were full time and seven part time. A total of 20 employees have been hired this year.**

**After information was presented and discussion by the Board, Mrs. Winters recommended the Board put nurses back on a teacher salary scale and grandfather the three associates on the current pay scale.**

**Motion made by Ms. Sharp, seconded by Mrs. Maxwell to return nurses back on a teacher salary scale and grandfather three existing associate nurses on the current pay scale as presented.**

Roll Call Vote: Yes – Mrs. Maxwell, Mr. Estes, Mrs. Bratton, Mr. Young, Ms. Sharp,  
Mr. Holden, Mrs. Johnson

No - None

**Motion passes.**

**Motion made by Mrs. Bratton, seconded by Mrs. Maxwell, to have an effective start date of July 1, 2022 for HR purposes on the above motion as presented.**

Vote: All yes

**Motion passes.**

## 9. TRANSPORTATION

**The Transportation Department will be providing bus services to support the Summer Camp program completely funded by TN ALL CORPS funds. TN ALL CORPS funds will provide contractors \$450 a day for the duration of the 20 scheduled sessions.**

Motion made by Ms. Sharp, seconded by Mrs. Maxwell, to approve Rutherford County Schools TN ALL CORPS funded Bus Summer Camp Agreement as presented.

Vote: All yes

**Motion passes.**

## 10. CURRICULUM AND INSTRUCTION

### 1. Purchase of Imagine Reading Licenses

**The ESL Department is seeking approval to purchase 2,500 Imagine Learning Reading Licenses for our English Language learners for the 2022-2023 school year. The total cost of the licenses is \$37,500.00 and will be paid for with Title III funds.**

Motion made by Mr. Holden, seconded by Mrs. Bratton, to approve the purchase of the Imagine Reading licenses for the ESL Department as presented.

Vote: All yes

**Motion passes.**

### 2. Purchase of Language Curriculum from Benchmark Education

**The ESL Department is seeking approval to purchase *Hello!*, a newcomer curriculum for English language learners. The total cost of the curriculum is \$54,450.00 and will be paid for with Title III funds.**

Motion made by Mrs. Bratton, seconded by Mrs. Maxwell, to approve the purchase of the newcomer curriculum from Benchmark Education for the ESL Department as presented.

Vote: All yes

**Motion passes.**

## 11. HUMAN RESOURCES JOB DESCRIPTIONS

**Under the direct supervision of the Assistant Superintendent of Human Resources and Student Services, three Human Resources Benefit Specialist positions will perform a variety of tasks associated with the coordination of employee benefits. Board approval is requested for these three positions to begin on July 1, 2022.**

**After further discussion, there was a decision to table this item until the first meeting in June to explore the possibility of allowing candidates to potentially work remotely.**

Motion made by Mrs. Bratton, seconded by Mrs. Maxwell, to table this item to explore the possibility of allowing candidates to work remotely, to the first regular board meeting in June which will be June 16, 2022.

Vote: All yes

**Motion passes.**

## 12. TITLE I CONTRACT

**LaVergne High School is requesting to create two new job descriptions for the 2022-2023 school year. These positions will be used to meet the needs identified from the Needs Assessment conducted by the school this spring. One position will be an Attendance Facilitator and one position will be a Behavior and Restorative Practices Facilitator. These job descriptions are included. These positions are pending our Consolidated Funding Application being approved and would be funded through Title I Funds for the 2022-2023 school year.**

Motion made by Mrs. Maxwell, seconded by Mrs. Bratton, to approve the job descriptions of Attendance Facilitator and Behavior and Restorative Practices Facilitator for LaVergne High School to fund through Title I funds for the 2022-2023 school year as presented.

Vote: All yes

**Motion passes.**

## 13. LEGAL

### 1. Disciplinary Hearing Appeal

**The Board has been requested to review a decision of the Disciplinary Hearing Authority (DHA) to uphold the remandment of a student from Siegel Middle School. Based on a review of the DHA's record, the Board may:**

- A. Affirm the decision of the DHA;**
- B. Overturn the decision of the DHA; or**
- C. Grant a hearing before the Board.**



**Motion made by Mr. Estes, seconded by Mr. Holden, to approve the Board initiate a motion to affirm the decision of the DHA as presented.**

Vote: All yes

**Motion passes.**

**14. RSP & ASSOCIATES PROPOSAL FOR PROFESSIONAL SERVICES REGARDING COUNTY-WIDE ZONING**

**At the Board Work Session on March 8, 2022, Rob Schwartz of RSP & Associates provided a presentation regarding professional services which the firm could provide to assist the school system in zoning, future school locations, and maximizing use of present facilities. RSP & Associates works with a number of larger school systems across the nation and has assisted Clarksville-Montgomery County on zoning and growth-related matters. On March 22, 2022, the Board voted to have RSP & Associates present a proposed scope of work and pricing to review county-wide zoning to minimize future re-zoning, provide stability for parents and students, optimize the use of existing facilities, and pro-actively plan for growth. RSP has presented the attached proposal.**

Motion made by Mrs. Maxwell, seconded by Mrs. Bratton, to enter into a contract with RSP & Associates for Enrollment Analysis and Boundary Analysis services and amend the motion to include adding services in the future if needed as presented.

Roll Call Vote: Yes – Mrs. Maxwell, Mrs. Bratton, Mr. Young, Ms. Sharp, Mr. Holden, Mrs. Johnson

No – Mr. Estes

**Motion passes.**

**15. INSURANCE UPDATE**

**No new updates at this time.**

**16. DIRECTORS UPDATE**

**Director Spurlock congratulated administrators, teachers and students on successful testing.**

**17. TENNESSEE LEGISLATIVE NETWORK (TLN) UPDATE**

**18. FEDERAL RELATIONS NETWORK (FRN) UPDATE**

**No new updates at this time.**

**19. GENERAL DISCUSSION**

**Mrs. Johnson reminded the Board of the Special Called Meeting set for May 10, 2022 at 6:00 P.M.**

**20. ADJOURNMENT**

**There being no further business, the meeting adjourned at approximately 6:41 P.M.**

\_\_\_\_\_  
**Tiffany Johnson, Board Chairwoman**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Bill C. Spurlock, Director of Schools**

\_\_\_\_\_  
**Date**

**RUTHERFORD COUNTY BOARD OF EDUCATION**  
**Special Called Board of Education Meeting**  
**2240 Southpark Drive**  
**Murfreesboro, TN 37128**

**Minutes of May 10, 2022**

**Board Members Present**

**Tiffany Johnson, Chairwoman**

**Shelia Bratton, Vice-Chair**

**Jim Estes**

**Coy Young**

**Tammy Sharp**

**Claire Maxwell**

**Tim Holden**

**The Board Chair called the Special Called meeting to order at 6:00 P.M. Tim Holden led the Pledge of Allegiance.**

**Tammy Grissom, TSBA Executive Director provided the Board with three (3) candidates to be interviewed for the Director of Schools. The candidates recommended by TSBA are as follows:**

- 1. Dr. Andrea Anthony**
- 2. Dr. John Ash**
- 3. Dr. James Sullivan**

**Ms. Grissom presented the Board with suggestions for conducting the candidate interviews and the Board asked questions. The School Board also stated it reserves the right to interview other candidates at a later time if they so choose.**

**Motion made by Mrs. Bratton, seconded by Mr. Estes, to accept the three (3) candidates recommended by TSBA as presented.**

**Roll Call Vote: Yes – Mrs. Maxwell, Mr. Estes, Mrs. Bratton, Mr. Young, Ms. Sharp,  
Mr. Holden, Mrs. Johnson**

**No - None**

**Motion passes.**

**There being no further business, the meeting adjourned at approximately 6:28 P.M.**

\_\_\_\_\_  
**Tiffany Johnson, Chairwoman**

\_\_\_\_\_  
**Date**

**RUTHERFORD COUNTY BOARD OF EDUCATION  
Special Called Board of Education Meeting Minutes  
2240 Southpark Drive  
Murfreesboro, TN 37128**

**Minutes of May 16, 2022**

**Board Members Present**

**Shelia Bratton, Vice-Chair**

**Jim Estes**

**Coy Young**

**Tammy Sharp**

**Claire Maxwell**

**Tim Holden**

**The Special Called Meeting was called to order at 10:00 A.M. by the Board Vice-Chair, Shelia Bratton. The Pledge of Allegiance was led by Coy Young and a Moment of Silence was observed.**

**Mrs. Bratton asked James Evans to give information on the Employee and Parent Survey's that were conducted.**

**The Special Called Meeting was then turned over to Board Attorney, Jeff Reed to discuss options and format information for the candidate interviews.**

**Interviews for the Rutherford County Director of Schools will be held on Thursday, May 19, 2022 beginning at 8 A.M. Candidates will be provided a list of potential questions in advance of the interviews. In order to promote an equitable interview process, the candidates will be sequestered from one another without access to internet for the entirety of the process. The order of interviews will be determined by a random draw on Thursday.**

**Ms. Sharp stated concerns with faculty and staff not being able to be present for the interview process as they will be held during the workday and there was discussion on the subject by the Board.**

**Ms. Sharp then made a motion to interview each candidate as planned on Thursday, to reopen the search throughout the state and to remove the cap on the salary and extend the process. The Board Vice-chair asked for a second to that motion. There was no second given from the Board.**

**Motion failed.**

**The proposed interview schedule is as follows:**

**Candidate #1 Interview: Thursday May 19, 2022 8-10 A.M.**

**Candidate #2 Interview: Thursday May 19, 2022 10-12 A.M.**

**Candidate #3 Interview: Thursday May 19, 2022 1-3 P.M.**

**Board Discussion and Follow-up Questions: 3 P.M.**

**Each Board Member will have two or three questions to ask each candidate. The interview questions will be exactly the same for all candidates. Follow up questions will be allowed after the initial interviews are completed. Any follow up question must be asked to all candidates. There will be no votes or decisions made on Thursday, only interviews will take place on this day.**

Motion made by Ms. Sharp, seconded by Mrs. Maxwell, to approve the use of 17 original interview questions provided by the Board as presented.

Roll Call Vote: Yes – Mrs. Maxwell, Mr. Estes, Mrs. Bratton, Mr. Young, Ms. Sharp,  
Mr. Holden

No – None

**Motion passes.**

**Tiffany Johnson was absent for the vote.**

Motion made by Mr. Holden, seconded by Mr. Young, to use the 8 sample questions provided by TSBA as back up questions if they are needed.

Roll Call Vote: Yes – Mrs. Maxwell, Mr. Estes, Mr. Young, Ms. Sharp, Mr. Holden,  
Mrs. Bratton

No – None

**Motion passes.**

**Tiffany Johnson was absent for the vote.**

**Mr. Reed asked the Board to submit their questions to him by 12 P.M. on Tuesday May 17, 2022.**

**There being no further business, the Special Called Meeting adjourned at approximately 10:33 A.M.**

\_\_\_\_\_  
**Shelia Bratton, Vice-Chair**

\_\_\_\_\_  
**Date**

**RUTHERFORD COUNTY BOARD OF EDUCATION**  
**Special Called Board of Education Meeting**  
**2240 Southpark Drive**  
**Murfreesboro, TN 37128**

**Minutes of Special Called Director of Schools Candidates Interviews**  
**On May 19, 2022**

**Board Members Present**

**Tiffany Johnson, Chairwoman**  
**Shelia Bratton, Vice-Chair**  
**Jim Estes**  
**Coy Young**  
**Tammy Sharp**  
**Claire Maxwell**  
**Tim Holden**

**Interviews for the Rutherford County Director of Schools were held Thursday May 19, 2022.**

**Interviews began at 8:00 A.M. in the Boardroom. Each Board Member asked 3 questions to candidates with Mrs. Johnson and Mrs. Sharp having 1 additional question each for a total of 23. The interview questions were the same for all candidates. There were no follow up questions from any board member.**

**The interview schedule was as follows:**

<b>Thursday May 19, 2022</b>	<b>Dr. Anthony</b>	<b>Concluded at 9:37 A.M.</b>
<b>Thursday May 19, 2022</b>	<b>Dr. Sullivan</b>	<b>Concluded at 11:25 A.M.</b>
<b>Thursday May 19, 2022</b>	<b>Dr. Ash</b>	<b>Concluded at 2:28 P.M.</b>



**At the conclusion of the meeting Mr. Reed reviewed the process with Board Members and discussion was held on holding a meeting for voting.**

Motion made by Mrs. Bratton, seconded by Mr. Holden to call a Special Called Meeting on Monday May 23, 2022 at 3:00 P.M. to vote on the next Director of Schools.

Roll Call Vote: Yes – Mr. Holden, Mr. Young, Mrs. Maxwell, Mrs. Bratton, Mr. Estes,  
Mrs. Johnson

No – Ms. Sharp

**Motion passes.**

\_\_\_\_\_  
**Tiffany Johnson, Chairwoman**

\_\_\_\_\_  
**Date**

**RUTHERFORD COUNTY BOARD OF EDUCATION  
2240 Southpark Drive  
Murfreesboro, TN 37128**

**Minutes of Special Called Selection for Director of Schools Meeting  
May 23, 2022**

**Board Members Present**

**Tiffany Johnson, Chairwoman**

**Shelia Bratton, Vice-Chair**

**Jim Estes**

**Coy Young**

**Tammy Sharp**

**Claire Maxwell**

**Tim Holden**

**1. CALL TO ORDER**

**The Special Called Meeting was called to order by Board Chairwoman, Tiffany Johnson.**

**2. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was led by Shelia Bratton.**

**3. MOMENT OF SILENCE**

**Mrs. Johnson asked that everyone keep the Riverdale Family in their thoughts and prayers during the Moment of Silence.**

**4. SELECTION FOR DIRECTOR OF SCHOOLS OR SUCH FURTHER ACTION AS DETERMINED BY THE BOARD.**

**Mrs. Johnson turned the floor over to Board Attorney, Jeff Reed, who went over the process for voting. Each Board Member was asked to write the candidate of their choice down and sign and date the ballot. The candidate that receives four or more votes will then enter into discussion with the Board regarding contract details and negotiations.**

**Mr. Reed gave each Board Member a ballot to fill out. The ballots were then tallied by Mr. Reed and Mrs. Hopkins. The votes were as follows:**

**Dr. Andrea Anthony: 2 Votes**

**Dr. John Ash: 0 Votes**

**Dr. James Sullivan: 5 Votes**

Motion made by Mr. Young, seconded by Mrs. Bratton to enter into negotiations with Dr. James Sullivan for the Director of Schools Position as presented.

Roll Call Vote: Yes – Mrs. Bratton, Mr. Estes, Mr. Young, Mr. Holden, Mrs. Johnson  
No – Mrs. Maxwell, Ms. Sharp

**Motion passes.**

**Mr. Reed handed out copies of the previous Director of Schools contract for the Board to look over. He asked for any suggestions or changes to be presented to him by this Wednesday, May 25, 2022. The Board will then hold a Special Called Meeting on Friday morning, May 27, 2022 at 8:00 A.M. to discuss contract details.**

## **5. ADJOURNMENT**

**There being no further business, the Special Called Meeting adjourned at approximately 3:16 P.M.**

\_\_\_\_\_  
**Tiffany Johnson, Board Chairwoman**

\_\_\_\_\_  
**Date**

**RUTHERFORD COUNTY BOARD OF EDUCATION**  
**Special Called Board of Education Meeting Minutes**  
**2240 Southpark Drive**  
**Murfreesboro, TN 37128**

**Minutes of May 23, 2022**

**Board Members Present**

**Tiffany Johnson, Chairwoman**

**Shelia Bratton, Vice-Chair**

**Jim Estes**

**Coy Young**

**Tammy Sharp**

**Claire Maxwell**

**Tim Holden**

**Bill C. Spurlock, Director of Schools**

**1. CALL TO ORDER**

**The Special Called Budget Meeting was called to order at 5:00 p.m.**

**2. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was led by Claire Maxwell.**

**3. MOMENT OF SILENCE**

**Tiffany Johnson asked to observe a Moment of Silence.**

**4. FINANCIAL MATTERS**

**1. General Purpose School Fund 141, 2022/23 Revised Budget**

**This proposed expenditure budget provides funding for a 5% pay increase for all RCS certified and classified employees and a 3% increase for RCS bus contractors. This budget includes the April BEP estimate as well as updated local revenue estimates.**

**Mr. Bodary also presented the Board with a FY 22-23 Proposed Budget Alternative #1 with an assumption of seven cents on the levy shift from GPS to ED Capital Projects Fund for a total of 11 cents total levy in Fund 177.**

Motion made by Mr. Young, seconded by Mrs. Bratton to approve the FY 2022/23 Proposed Budget Alternative #1 with an assumption of seven cents on the levy shift from GPS to ED Capital Projects Fund for a total of 11 cents total levy in Fund 177 as presented.

Vote: All yes

**Motion passes.**

## **2. Budget Amendment for FY 21-22 General Purpose School Fund**

**This budget amendment cleans up both revenue and expenditure line items as the end of the fiscal year approaches. On the revenue side, the budget is amended to reflect actual YTD collections of State BEP, IDEA High Cost, and mixed drink tax. E-Rate revenue is decreased to reflect the successful current year conversion of RCS from the E-Rate BEAR application process to the Service Provider Invoicing (SPI) application process that the vast majority of Tennessee County School Districts have already transitioned to years ago. This newer type of E-Rate application process will no longer require Rutherford County taxpayers to pay 100% of the upfront cost of the E-Rate program and seek reimbursement for 60%, thus saving the county in administrative work and money. On the expenditure side the larger items of this clean up amendment reflect the higher cost and demand of school maintenance supplies and parts and contracted summer floor stripping and waxing due to a school custodian staffing shortage. This amendment has a net increase of both current year revenue and expenditures of \$3,027,341.00 which is less than 1% of the original expenditure budget for this fund and with no use of fund balance.**

Motion made by Mr. Young, seconded by Mrs. Maxwell, to amend Fund 141 to clean up revenue and expenditure line items for a net increase of \$3,027,341.00 for both revenue and expenditure budget line items as presented.

Vote: All yes

**Motion passes.**

### 3. Budget Amendment for FY 21-22 Centralized Cafeteria Fund

**This Centralized Cafeteria Fund FY 21-22 amendment budgets for additional cafeteria salary expenses and food costs to support the RCS Summer Learning Camps, as well as to provide a temporary \$3 per hour pay increase for hourly school nutrition department employees that work during the month of June 2022, in order to cover the food service staffing needs for the RCS Summer Learning Camps. This pay incentive recognizes the great need for adequate staffing for school nutrition operations during the month of June 2022 and the fact that our 10-month hourly cafeteria employees do not normally report to work to serve meals in the month of June. The funding for this one-time hourly increase will be provided by additional Federal USDA Seamless Summer Funding. Note: while not included in this current year budget amendment it is requested that the board authorize this temporary \$3 per hour pay increase for school nutrition staff working during the month of July 2022 for summer school/summer feeding programs and this budgeted expense will be included in the proposed 2022-2023 School Nutrition Fund budget.**

Motion made by Mrs. Maxwell, seconded by Mr. Holden, to approve the FY 21-22 Fund 143 Budget Amendment of \$923,528 increase in both current year revenues and expenditures for the additional costs for food service for the RCS Learning Camps and to authorize a temporary \$3 per hour pay increase for the month of June 2022 and July 2022 to RCS Nutrition Department hourly employees to support the food service staffing needs of the RCS Summer Learning Camps. Cost for July 2022 temporary pay increase will be included in the proposed 2022-2023 School Nutrition Fund budget as presented.

Vote: All yes except for Ms. Sharp who abstained from the vote.

**Motion passes.**

**There being no further business, the Special Called Budget Meeting adjourned at approximately 5:46 P.M.**

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**Tiffany Johnson, Board Chairwoman**

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**Date**

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**Bill C. Spurlock, Director of Schools**

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**Date**

## FACILITIES USE

May 26, 2022

### Fees

Barfield	Church of God Assembly, services/bible study/fellowship, 5/7/22-4/29/23 Saturdays 12-5pm, cafeteria, \$90/wk, <b><i>Retro review, *subject to COVID-19 restrictions and updates.</i></b>
Blackman High	College Coaches Skills Camps, football camp, 5/22/22 8-12:30pm, football stadium, \$750, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Oakland High	Elite Amateur Basketball, AAU practices, 5/26/22-8/1/22 *as needed if other requested gyms unavailable, gym, \$18/hr, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Oakland High	Tennessee Connection, basketball practices, 5/26/22-8/1/22 5-7pm, gym, \$18/hr, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Riverdale High	Elite Amateur Basketball, AAU practices, 5/5/22 & 7/14/22 6-8pm, gym, \$18/hr, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Rock Springs Elementary	Stewarts Creek Youth Football and Cheerleading Assoc., practices, 8/23/22-11/11/22 M/Tu/Th 6-7:30pm, gym, \$18/hr, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Rocky Fork Middle	Madness baseball, travel ball practices, 5/31/22 -8/11/22 Tu/Th 5:30-7:30pm, ball field, \$18/hr, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Rocky Fork Middle	Next Level Baseball, travel ball practices, 6/1/22 -7/31/22 M-Sa when available 5:30-7:30pm, ball field, \$18/hr, <b><i>*subject to COVID-19 restrictions and updates.</i></b>

**No Fees**

Central Magnet	St. Mark's United Methodist Church, Peace March parking, 6/11/22 9-11am, parking lot , No Fee, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Riverdale High	Eclipse Winter Guard, spin clinic, 5/7/22 10-5pm, gyms, \$580, <b><i>Retro Review, *subject to COVID-19 restrictions and updates.</i></b>
Rockvale High	U.S. of America Track and Field, adult track meet, 5/14/22 8-11am, track, No fee (RVM fundraiser), <b><i>Retro Review, *subject to COVID-19 restrictions and updates.</i></b>
Rocky Fork Elementary	Smyrna Jr. Pro Basketball, practices and games, 10/31/22 -3/11/23 Fridays 6-9pm, gym, No Fee, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Siegel High	The Access Academy of TN, Pre ETS summer class, 6/13/22-6/16/22 9am-1pm, classroom, No Fee, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Siegel Middle/High	Middle TN Umpires, umpire camp, 8/5/22-8/7/22 6-10pm & 8am-5pm, ball fields, No Fee, <b><i>*subject to COVID-19 restrictions and updates.</i></b>
Smyrna High	Carpe Artista, Seussical Jr. performance and rehearsal, 4/28 /22-4/30/22 6-10pm, classroom & auditorium, No Fee, <b><i>Retro Review, *subject to COVID-19 restrictions and updates.</i></b>
Smyrna Middle	Class of '84, class reunion, 5/21/22 6-10pm, gym, No Fee, <b><i>Retro Review, *subject to COVID-19 restrictions and updates.</i></b>

Note: Facility use for 5/26/2022 has been granted pending Board action. The COVID-19 CDC approved recommendations were reviewed by the requestor. A certificate of insurance with \$2,000,000.00 limits (\$1,000,000.00 if approved) is required by each user. Each group must forward any renewals of insurance to the Board on time; otherwise approval is terminated at the end of the policy period. **All approvals are for no more than a 1-year period.**



## Transportation

Pursuant to Section 8.1 of the Rutherford County Board of Education Bus Contract, the Transportation Department has received a letter dated 4/26/22 from Debra Brandon, contractor of bus #39, requesting voluntary termination of her contract with the Board. The Transportation Department is prepared to award this contract to the next potential contractor on the appropriate contractor list.

Recommend Approval – motion to approve voluntary termination of the Bus Contract from Debra Brandon, effective as soon as possible.

## Transportation

Pursuant to Section 8.1 of the Rutherford County Board of Education Bus Contract, the Transportation Department has received a letter dated 4/26/22 from Billy Spurling, contractor of bus #224, requesting voluntary termination of his contract with the Board. The Transportation Department is prepared to award this contract to the next potential contractor on the appropriate contractor list.

Recommend Approval – motion to approve voluntary termination of the Bus Contract from Billy Spurling, effective as soon as possible.

## Transportation

Pursuant to Section 8.1 of the Rutherford County Board of Education Bus Contract, the Transportation Department has received a letter dated 5/11/22 from Dawn Fritz, contractor of bus #240, requesting voluntary termination of her contract with the Board. The Transportation Department is prepared to award this contract to the next potential contractor on the appropriate contractor list.

Recommend Approval – motion to approve voluntary termination of the Bus Contract from Dawn Fritz, effective May 27, 2022.

# Transition Specialist

**Reports to:** Director of Education

**Requirements:** Bachelors Degree

## Job Description:

- Provide transition assessments (interest and career inventories, aptitudes, work skills) to all students (i.e. Aviator, Careerscope, or other research based, assessments, etc)
- Maintain a “Transition Profile” for each student in their folder that tracks assessments and their results with a suggested timeline of implementation
- Collaborate with community businesses to establish work experience and shadowing opportunities
- Establish and maintain a transition assessment and services resource file to be utilized
- Attend IEP meetings to discuss transition plans/options
- Collaborate with IEP teams to write meaningful transition plans, determine post-secondary goals and transition services, and/or serve as a resource to special education case managers
- Organize a “Transition Document” for students and their families that would provide information from workplaces, colleges, transition program, community resources, etc.
- Teach lessons and/or provide activities to study hall/ study skills students on a regular basis re: transition topics
- Use a transition goal generator to assist with goal setting
- Life Skills
- Post-Secondary Planning
- Self-Determination
- Work Based Skills
- Resumes/ Applications/ Interviewing Skills
- Facilitate virtual tours career interest of students
- Facilitate tours of workplace settings and/ or post-secondary institutions
- Work closely on post-secondary options
- Provide a list of work experience opportunities in the community
- Gather information and provide a *Post-Secondary Planning Pamphlet* to students with
- Request student records from the previous schools within 24hrs of admission including but not limited to special education records.
- Other duties as assigned

Evaluation: Completed by Director of Special Education



**Bill C. Spurlock**  
Director of Schools

## **Rutherford County Board of Education**

2240 Southpark Drive, Murfreesboro, TN 37128 Phone: 615.893.5812 [www.rcschools.net](http://www.rcschools.net)

May 10, 2022

An Executive Assistant to the Director of Schools and School Board for 34 years, Joyce Michaels helped Rutherford County Schools leaders accomplish their goals. Mrs. Joyce Michaels came to the district in 1986 and has served nine Director of Schools and countless school board members in her time as executive assistant. Mrs. Michaels has been an institution to the Rutherford County Board of Education. Kindhearted, caring, understanding, genuine, respectful and hardworking. She was and continues to be a true testament to her character and a true treasure to our school system.

The Rutherford County Central Office would like to dedicate the Central Office Board Room in honor as the Joyce Michaels Board Room. Due to her hard work, leadership and love for Rutherford County Schools, we feel this is a small gesture we can make in her name to show how much we respect and appreciate her.

Thank you.

# Rockvale Middle School

**Principal  
Mr. Fred Barlow**

6543 Highway 99  
Rockvale, TN 37153



**Assistant Principals  
Dr. Kelly Newberry  
Dr. Carol Parker  
Mr. Leighton Butler**

Phone (615) 904-6745  
Fax (615) 904-6746

March 9, 2022

Rockvale Middle School opened in 2007 under the leadership of Mr. Fred Barlow. Under Mr. Barlow's direction, Rockvale Middle has proven to be a consistent, high-achieving school. RMS has steadily been a Level 5 school, also being awarded the esteemed Reward School status twice. Mr. Barlow has created a culture at school that is welcoming and positive. His teachers love working for him and his administration respects and admires him. Mr. Barlow began his teaching career as a band director, teaching at both the middle and high school level. After moving into administration, he continued to support the arts as students moved through our band, music, and theater programs. After 14 years under his direction and in response to his upcoming retirement, Rockvale Middle would like to dedicate the auditorium in his honor as the Fred Barlow Auditorium. Due to his hard work, steady leadership, and dedication to the arts, we feel this is a small token we can make in his name to show him how much the school and community respect and appreciate him.

Thank you.

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## **RUTHERFORD COUNTY BOARD OF EDUCATION JOB DESCRIPTION**

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<b>Job Title:</b>	Human Resource Benefits Specialist
<b>Term of Employment:</b>	12 Months, Full-time, Hourly Classified Position (3 positions available)
<b>Immediate Supervisor:</b>	Assistant Superintendent of Human Resources and Student Services

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### **POSITION DESCRIPTION:**

Under the direct supervision of the Assistant Superintendent of Human Resources and Student Services, this position will perform a variety of tasks associated with the coordination and administration of employee benefits such as Medical, Dental, Vision, Flexible Spending Accounts, Voluntary Insurance, EAP, COBRA, Short/Long Term Disability and other insurance and programs offered to employees.

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### **ESSENTIAL FUNCTIONS:**

- ✓ Interact and coordinate with other members of the Human Resources and Benefits Management department in creating internal processes relative to benefits.
  - ✓ Coordinate with the state department insurance consultant in the open enrollment communication development and process.
  - ✓ Perform dependent verification eligibility determination.
  - ✓ Prepare and maintain official insurance records and employee files while adhering to Medicare and insurance rules and regulation.
  - ✓ Participate in required HIPPA and other insurance related training staying current with changing policies, technologies, services along with state and federal regulations.
  - ✓ Consult with carriers, physicians, attorneys, drug companies, third party administrators, disability companies, consultants and other benefit vendors as necessary on behalf of the employee.
  - ✓ Assist in the benefits plan design, changes, updates and rollout for current employees and retirees.
  - ✓ Respond to inquiries regarding benefits by conducting investigations and resolving issues.
  - ✓ All other duties as assigned to ensure a proper operation of Human Resources Department.
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### **QUALIFICATIONS:**

- ✓ Human Resources experience preferred.
- ✓ High School diploma is required; supplemented by six (6) years previous experience in Benefit Administration, Insurance, Finance, or related field which provides the requisite knowledge, skills, and abilities for this job. Must have advanced computer skills in Word, Excel and PowerPoint.
- ✓ Possess strong interpersonal skills – ability to work effectively with a wide range of people including applicants, administrators, teachers support staff, and other community members.
- ✓ Able to organize multiple priorities.
- ✓ Able to work effectively under pressure and handle multiple tasks efficiently.
- ✓ Able to take direction, work on a team or independently. This position will comply with all RCS policies and teleworking may be available.
- ✓ Must meet all health, physical and background check requirements.
- ✓ Demonstrate professionalism and confidentiality.
- ✓ Strong written and verbal skills.



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## **RUTHERFORD COUNTY BOARD OF EDUCATION JOB DESCRIPTION**

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**Job Title:** Human Resource Senior Benefits Specialist

**Term of Employment:** 12 Months, Full-time, Salaried Classified Position

**Immediate Supervisor:** Assistant Superintendent of Human Resources and Student Services

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### **POSITION DESCRIPTION:**

Under the direct supervision of the Assistant Superintendent of Human Resources and Student Services, this position will perform a variety of tasks associated with the coordination and administration of employee benefits such as Medical, Dental, Vision, Flexible Spending Accounts, Voluntary Insurance, EAP, COBRA, Short/Long Term Disability and other insurance and programs offered to employees.

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### **ESSENTIAL FUNCTIONS:**

- Interact and coordinate with other members of the Human Resources and Benefits Management department in creating internal processes relative to benefits.
- Serve as an internal consultant to solve complex issues and provide technical assistance and training in benefits administration, billing reconciliation, plan compliance. Payroll functions, and all system functionality to ensure consistency and equity in policy and practice.
- Review and audit end of month enrollment counts of financial data and discrepancy checks in benefits systems to ensure accuracy.
- Complete federal and annual insurance related reporting, monitor activity for part-time employees, oversee the development and maintenance of employee insurance files and data, send appropriate communication to employees regarding insurance status.
- Research billing transactions to determine if adjustments, refunds or additional collections are needed and communicate discrepancies to payroll when appropriate.
- Participate in required HIPPA and other insurance related training staying current with changing policies, technologies, services along with state and federal regulations.
- Assist with annual enrollment activities such as system preparation, communication development, rates, connections to benefit systems, reporting and cleanup.
- Analyze enrollments, dependent verifications, and operational reports to develop corrective actions.
- Oversee the benefits plan design, changes, updates and rollout for current employees and retirees.
- Respond to inquiries regarding benefits by conducting investigations and resolving issues.

- All other duties as assigned to ensure a proper operation of Human Resources Department.
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### **QUALIFICATIONS:**

- Human Resources experience preferred.
- Bachelor's degree or equivalent experience with course work emphasis in Business Administration, Insurance, Finance, or related field; supplemented by one year of previous experience in Benefits Administration.
- Possess strong interpersonal skills – ability to work effectively with a wide range of people including applicants, administrators, teachers support staff, and other community members.
- Must have advanced computer skills in Word, Excel and PowerPoint and be able to give updated presentations regularly.
- Able to organize multiple priorities.
- Able to work effectively under pressure and handle multiple tasks efficiently.
- Able to take direction, manage a team or work independently. This position will comply with all RCS policies and teleworking may be available.
- Must meet all health, physical and background check requirements.
- Demonstrate professionalism and confidentiality.
- Strong written and verbal skills.

**Prepared By:** LuAnn Carter  
**Customer Name:** Rutherford County School District  
**Contract Term:** 12 Months  
**Start Date:** 18-JUL-2022  
**End Date:** 17-JUL-2023  
**Billing Frequency:** Annually

**Customer Contact:**  
**Title:**  
**Address:** 2240 Southpark Boulevard  
**City:** Murfreesboro  
**State/Province:** Tennessee  
**Zip Code:** 37128  
**Phone #:**

Product Description	Quantity	Unit	Extended Price
Initial Term 18-JUL-2022 - 17-JUL-2023			
<b>License and Subscription Fees</b>			
PD Choice - Certificated License	1.00	User	USD 48,491.63

**License and Subscription Totals: USD 48,491.63**

**Quote Total**

<b>Initial Term</b>	<b>18-JUL-2022 - 17-JUL-2023</b>
<b>Payment Total</b>	<b>USD 48,491.63</b>

Fees charged in subsequent periods after the duration of this quote will be subject to an annual uplift. On-Going PowerSchool Subscription/Maintenance and Support Fees are invoiced at the then current rates and enrollment per existing terms of the executed agreement between the parties. Any applicable state sales tax has not been added to this quote. Subscription Start and expiration Dates shall be as set forth above, which may be delayed based upon the date that PowerSchool receives your purchase order. If this quote includes promotional pricing, such promotional pricing may not be valid for the entire duration of this quote.

All invoices shall be paid before or on the due date set forth on invoice. All purchase orders must contain the exact quote number stated within. Customer agrees that purchase orders are for administrative purposes only and do not impact the terms or conditions reflected in this quote and the applicable agreement. Any credit provided by PowerSchool is nonrefundable and must be used within 12 months of issuance. Unused credits will be expired after 12 months.

This renewal quote will continue to be subject to and incorporate the terms and conditions of the main services agreement executed between PowerSchool and Customer that is in effect at the time of this quote, or if no such agreement is in effect, then the terms and conditions found at [https://www.powerschool.com/MSA\\_Feb2022/](https://www.powerschool.com/MSA_Feb2022/), as may be amended.

THE PARTIES BELOW ACKNOWLEDGE THAT THEY HAVE READ THE AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS.

Signature:

Signature:



Printed Name: Eric Shander

Printed Name:

Title: Chief Financial Officer

Title:

Date: 5-APR-2022

Date:

PO Number: \_\_\_\_\_

**RUTHERFORD COUNTY BOARD OF EDUCATION  
JOB DESCRIPTION**

**JOB TITLE:** Special Education Supervisor

**TERMS OF EMPLOYMENT:** Twelve Months

**IMMEDIATE SUPERVISOR:** Director of Special Education

**POSITION DESCRIPTION:**

- The Special Education Supervisor will assist the Director of Special Education with the program responsibilities critical to the funding and operation of the Special Education Department. These responsibilities include supervision of school and related services support teams, planning and oversight of training for special education staff, data analysis, budget and fiscal responsibilities, State and Federal reporting responsibilities, compliance reporting, grants and contract responsibilities, and personnel issues.
- The Special Education Program Specialist will assist the Director of Special Education with the ongoing development of programs and services to assure compliance with all Federal and State regulations and assure the advancement of teaching and student learning.
- The Special Education Program Specialist will assist the Director of Special Education to assure that all information critical to the funding and operation of the Special Education program is communicated continuously and accurately between the various Special Education service providers in the School System and the Central Office.

**ESSENTIAL DUTIES:**

- Assist in hiring district level Special Education Staff and provide support to school teams.
- Be the point of contact for stakeholders of Rutherford County Schools, including parents, administrators, staff, and community members, for information regarding Special Education services.
- Provide training and assistance in research based methodology and practices to provide effective special education services.
- Assist in planning and preparing the budgets, budget amendments, carryover projects, and grants for the Special Education Department
- Assist in the preparation of the State and Federal reports that are due annually, including but not limited to the Comprehensive Plan, the End-of-the-Year Report, Grant applications and evaluations, and monitoring reports.
- Conduct on-going compliance monitoring system-wide to assure that IEPs are correctly developed and implemented to ensure mandated Special Education policies and procedures are being followed.

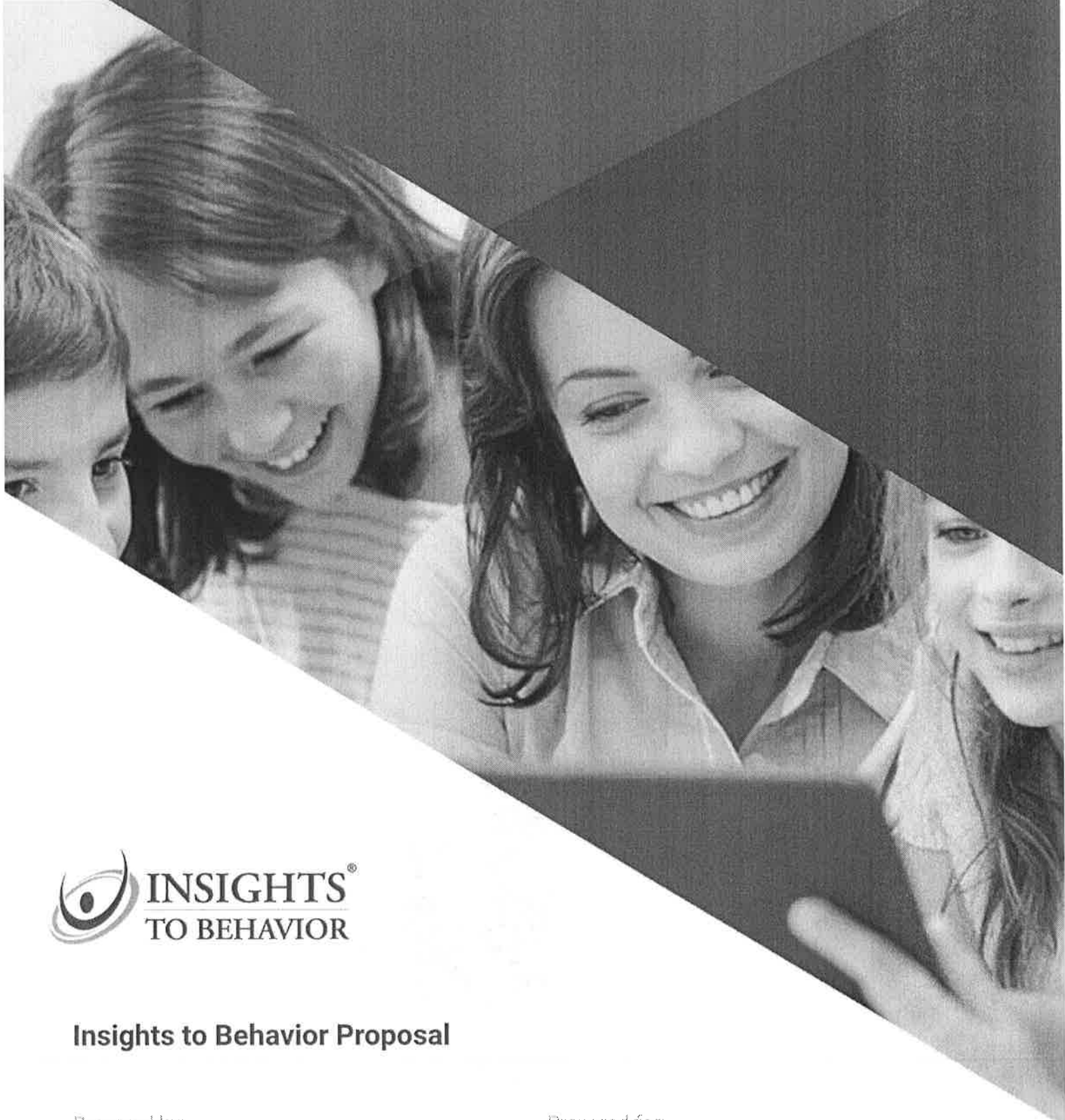
- Prepare documents needed for Individual Education Account (IEA), Independent Educational Evaluation requests (IEE), and other special education processes as needed.
- Assist with the preparation of Requests for Proposals (RFPs) and contracts for the Department.
- Attend IEP meetings, as needed, particularly those, which have the potential for litigation and/or the obligation of funds or services not available either within the respective school or the school system.
- Serve as a liaison between the schools, Special Education service providers, and the Central Office in gathering and disseminating information pertaining to the operation and/or funding of the Special Education program.
- Complete and maintain all records pertinent to the performance of assigned responsibilities and duties in a timely and efficient manner.
- Become knowledgeable of and assist in upholding and enforcing school rules, board policies and administrative regulations.
- Keep abreast of changes and developments in Special Education by attending professional meetings, as authorized by the Director of Special Education, as well as reading professional journals and other publications, and networking with other professionals in the field.
- Maintain the operation of Universal Screener and progress monitoring tool and train staff in the use of the program.
- Assist in the evaluation of Central Office SpEd staff using the state approved evaluation model.
- Assume full responsibility for maintaining professional endorsements, licensure, professional development and in-service, etc. required for employment in the position.
- Be available for job-related activities outside the instructional day upon the reasonable request of student, parent, teacher, etc., and/or request from Director of Special Education.
- Move about the school system and community during school hours as needed, in the performance of assigned responsibilities and duties.
- Perform other job-related duties as assigned by the Director of Special Education.

### **QUALIFICATIONS:**

- Must meet all health, physical and background-check requirements.
- Hold a current Tennessee Teaching Certificate in at least one area of Special Education.
- Have a minimum of 5 years successful teaching and/or other related work experience in Special Education working with students 3 to 22 years of age with mild to severe cognitive, physical, medical, emotional and/or behavioral disabilities.
- Possess strong Interpersonal skills—ability to work effectively with a wide range of people (i.e., students, school administrators, teachers, other professionals in the school and community, support staff, parents, etc.)
- Possess an understanding of the fiscal operations of a school district.
- Ability to carry out responsibilities with limited direct supervision.
- Ability to work effectively under pressure and handle multiple tasks efficiently and effectively.
- Strong problem-solving skills.

- Broad knowledge and demonstrated proficiency in the application of Special Education Federal and State rules and regulations pertaining to referral, identification and placement procedures and IEP development.
- Strong written and verbal presentation skills.
- Possess sufficient computer skills necessary to maintain records and complete required documents and other paperwork related to the position.
  - Possess an understanding of and ability to interpret student, school, and system performance data.
  - Possess a mastery of the operation of EdPlan (EasyIEP) system and be able to maintain the system, as well as train staff in the use of the program.

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board of Education's policy on Evaluation of Professional Personnel.



## **Insights to Behavior Proposal**

Prepared by:

Brian Blaydes

[bblaydes@insightstobehavior.com](mailto:bblaydes@insightstobehavior.com)

Prepared for:

Rutherford County School District

Linda Dohnal

Special Education Director

[dohnall@rcschools.net](mailto:dohnall@rcschools.net)



# Briton Education dba Insights To Behavior

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## LICENSE AND SERVICE AGREEMENT

This License and Services Agreement is made on 04/13/2022 and entered between, **Briton Education LLC** an Oklahoma based company ("ITB") with principal offices at 6620 Acorn Dr, Oklahoma City, OK 73151 and Rutherford County School District with principal office at 2240 SOUTHPARK DR, MURFREESBORO, TN 37128.

Licensee Information		Licensee Main Contact Information	
Entity Name:	Rutherford County School District	Contact Name(s):	LindaDohnal
Address:	2240 SOUTHPARK DR MURFREESBORO TN 37128	Contact Role:	Special Education Director
Account Phone:	(615)893-5812	Phone(s):	(615)893-5812
Account Website:	rca.k12.tn.us	Contact Email:	dohnal@rcschools.net

# ANNUAL LICENSE SUBSCRIPTION INFORMATION

**Agreement Start Date:** Jun 30, 2022

**Agreement End Date:** Jun 29, 2023

Name	Price	QTY	Subtotal
Insights to Behavior - DW Insights to Behavior - Districtwide include access to behavior plans, training workshops and teacher resources for everyone.	\$95,000.00	1	\$95,000.00
Web Training 1 Web Training Session	\$750.00	4	\$3,000.00
		Subtotal	<b>\$98,000.00</b>
		Discount	<b>\$0.00</b>
		<b>Total</b>	<b>\$98,000.00</b>

## Any Special Terms:

**Due Date:** Upon Receipt

- Agreement Terms:**
- Prices guaranteed not to increase by more than 10% in each year of this agreement.
  - Fees due upon invoice unless otherwise specified.
  - Site licenses are transferable (from one site to another) at the start of each fiscal year with approval from ITB

Licensee shall pay all sales, use and excise taxes, and all other taxes, duties, and, if applicable, levies on imports or exports relating to, or under, this Agreement (exclusive of taxes based on ITB's net income), unless Licensee is exempt from the payment of such taxes and provides ITB or one of its partner organizations with evidence of such exemption. All amounts in this Agreement and any Exhibits included are in US dollars and payable in US dollars. Cancellation of pre-paid agreements will result in full price subscription fees being charged.

By signing below you certify that you have read and agree to the Terms and Conditions and any Addendums of this License and Services Agreement and you further certify that you are authorized to sign this Agreement on behalf of

the Subscribing Institution and are hereby committing the Licensee Institution to be bound by this Agreement. **Please return a signed copy to: ITB/Insights To Behavior - Fax: 800-507-2881.**

**By signing this agreement, I agree to all Terms and Conditions of this License and Service Agreement**

**Licensee/Customer**

Name (Print): \_\_\_\_\_

Title (Print): \_\_\_\_\_

Date of Signing: \_\_\_\_\_

Signature: \_\_\_\_\_

**LICENSE GRANT**

The license(s) granted under this Agreement are expressly conditioned on the Licensee's compliance with each of the following conditions:

- a. Only a Licensee staff member who has been provided with a user ID and password is authorized as an "Authorized User" to use Insights To Behavior from any point of access to the Internet.
- b. Authorized Users may use INSIGHTS TO BEHAVIOR with codes provided by ITB, to gain entry into INSIGHTS TO BEHAVIOR for which they have been licensed and neither the Licensee nor any Authorized Users may copy any portion of the INSIGHTS TO BEHAVIOR content except for purposes of creating training materials for internal district use to train users to operate the application.
- c. The Licensee may not copy any portion of INSIGHTS TO BEHAVIOR content, or allow any Authorized Users to copy any portion of INSIGHTS TO BEHAVIOR content, unless expressly permitted in writing by ITB.
- d. Only Licensee and Licensee's Authorized Users are permitted to access INSIGHTS TO BEHAVIOR. Licensee shall assure that all use by Authorized Users of INSIGHTS TO BEHAVIOR shall be pursuant to the terms and conditions of this Agreement.
- e. Licensee may not resell, transfer, assign, sublicense, pledge, lease, rent or share INSIGHTS TO BEHAVIOR or their rights to access INSIGHTS TO BEHAVIOR hereunder or disclose any portion of INSIGHTS TO BEHAVIOR content to any third party, unless expressly permitted under this Agreement or with prior written permission from ITB.
- f. Licensee shall comply to the terms as they appear in this agreement and not change, modify, disassemble, decompile, "unlock," reverse engineer or in any manner decode the system.
- g. This Agreement will be governed by the laws of Oklahoma without regard to its conflict of laws principles. The parties waive all rights to object to venue in said courts. In the event that any provision or provisions of this Agreement will be held to be unenforceable, this Agreement will continue in full force and effect without said provision and will be interpreted to reflect the original intent of the parties.

The data used in the Licensee's application of the INSIGHTS TO BEHAVIOR software is the exclusive property of the Licensee. ITB will not use any of this data, outside of supporting the Licensee's, without written permission from

Licensee. In addition ITB will take reasonable steps, consistent with the sensitivity of the data, and to be consistent with ITB's Privacy Policies.

**Purchase Order Details**

Briton Education dba Insights to Behavior

6620 Acorn Dr

Oklahoma City, OK 73151

email: [accounting@insightstobehavior.com](mailto:accounting@insightstobehavior.com) or your account manager

Fax: 800-507-2881

# Key Contacts

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## COMPANY INFORMATION

Company Name Rutherford County School District

Street Address 2240 SOUTHPARK DR

City MURFREESBORO

State/Province TN

Zip 37128

Company Phone (615)893-5812

Web Address rcs.k12.tn.us

## INVOICING

Contact name for invoicing

Email for invoicing

Phone for invoicing

## IMPLEMENTATION POINT PERSON

Who on your team will lead implementation

Title

Email

Work Phone

Cell Phone

## LEASE AND RENTAL AGREEMENT

### **Parties**

This LEASE AGREEMENT made and entered into this 17th day of March 2022 by and between the Wesley Foundation at MTSU (hereinafter referred to as Wesley) and Rutherford County Schools – Transition Academy (hereinafter referred to as RCS).

WITNESSETH

That Wesley hereby leases unto RCS, and RCS leases from Wesley, the following described real property hereinafter sometimes referred to as the Premises.

### **Premises**

**Wesley House II  
1607 Elrod Street, Murfreesboro, TN 37130**

### **Term**

That for and in consideration of the deposit and rent herein reserved and of the covenants herein contained, on the part of RCS to be paid, kept and observed and performed, Wesley does hereby, lease and rent unto RCS the above described rental unit for the term 12 months, commencing on August 1, 2022 and ending at noon on July 31, 2023 at the monthly rental of \$1,500.00. This rental includes one parking pass in the main Wesley parking lot.

### **Rent**

The first and all succeeding payments are to be made on or before the first day of the month in which they are due. Payments over 5 days late, by the close of regular office hours, shall include a service charge of \$25.00 payable in addition to the regular rent owed. Thereafter, there shall also be a service charge of \$3.00 per day until the rent is received. Late fee will start from the first day of the month and continue until rent is paid in full.

### **USE**

RCS will not do or suffer to be done in or upon said premises any act or thing which shall or become a nuisance or annoyance to the public or to adjoining neighbors. RCS shall not use or permit the use of the premises for any unlawful purposes.

### **Utilities**

All utilities (electric, water & gas) are the responsibility and to be paid by RCS for deposits and all utility charges.

## **Lease Renewal**

Written notice must be given to the Wesley by **March 1, 2023** (during the academic year) of the RCSs desire to renew the lease. Verbal notice will not be acceptable. This agreement can be renewed by mutual consent of the Wesley and RCS. If not renewed by RCS in writing this becomes a month to month rental agreement.

## **Smoke Detector**

It is the responsibility of the owner to furnish a smoke detector. RCS agrees there is one in the unit and that it was checked at the time it was leased. RCS agrees to keep the batteries updated in the smoke detector at his own expense.

## **Right to Inspect and Show Property**

Wesley or their agent shall be permitted to enter the premises at reasonable times to inspect the condition of the property or to make such alterations or repairs therein as may be necessary for the safety and preservation thereof. Wesley (or agent) will make a reasonable effort to contact the RCS prior to entering the premises. However, if the RCS was unable to be reached, or unresponsive, Wesley (or agent) shall be able to enter the property without notice for the purposes described above without trespass.

## **Assignment**

RCS shall not assign this Lease Agreement, or any interest herein, and shall not sublet the said premises, or any part thereof, or any right or privilege RCS thereto, or suffer any other person (the agents, servants, customers of lessee excepted) to occupy or use the said premises, or any portion thereof.

## **Alterations**

The RCS shall not make any alterations or additions to any of the premises without the written consent of the Wesley; and if any such are made, they shall be forfeited to the Wesley upon termination, unless otherwise agreed in writing.

## **Animals/Pets**

Animals/Pets, except for service animals, are not allowed inside or outside of the house,

## **Binding Effect**

The terms of this Lease Agreement shall be binding upon the heirs, representatives, and assigns of the parties hereto, and any pronoun or gender used herein shall apply to the parties as appropriate. The term "Wesley" shall also refer to Wesley's duly authorized agent.

## **Insurance**

All personal property placed in or moved to the premises shall be at the risk of the RCS or owner of said personal property, and Wesley shall not be liable for any damage to or loss of said personal property. **IT IS SUGGESTED THAT RCS CARRIES RENTERS INSURANCE TO COVER PERSONAL PROPERTY.**

## **Termination**

If said premises are damaged by fire or by elements or by any act of God such as to make the premises untenable, this Lease Agreement shall be considered to be immediately terminated; in such case, Wesley shall prorate the rent and refund or collect the appropriate rent as may be due at the time of such termination.

## **Attorney's Fees**

In the event of the employment by the Wesley of any attorney to collect any rents due or to protect the interest of Wesley in the event of a breach or default by the RCS of any of the terms and conditions of the Lease Agreement, RCS will pay to Wesley the reasonable fees of such attorney, court costs, collection agencies and such fee shall be forthwith due and payable upon demand, and shall constitute additional rent due and payable by the RCS hereunder.

## **Abandonment of Premises**

If, upon the termination of this lease or abandonment of the premises by RCS, RCS abandons or leaves any property in or upon the premises, Wesley shall have the right, without notice to RCS, to store or otherwise dispose of the property at RCS's expense, without being liable in any respect to the RCS as regards to said property in any way.

## **Default**

It is expressly agreed by and between the RCS and Wesley that, in the event the RCS defaults on the payment of the rental monies herein described, or shall make default or breach any covenant herein contained or incorporated herein by reference, and such default or breach shall not be remedied in one week, then Wesley, in addition to and not in limitation of any other rights and remedies available to the Wesley under applicable law, may declare this Lease Agreement and all rights of the RCS hereunder as terminated. Wesley may re-enter and re-take the premises without terminating this Lease Agreement and re-rent the same. RCS shall remain liable for any deficiency in the net rents thereafter received by Wesley for the remainder of the original term or renewal term hereof as the case may be. (In the event the RCS has created or allowed a situation to develop which, in the Wesley's opinion, places the premises in imminent danger of serious damage, then the one week grace period to cure the default shall be reduced to whatever minimum amount of time, in the Wesley's opinion, is necessary to cure the problem, or waived entirely in favor of immediate re-taking of the premises to



insure its protection.) Wesley shall also have the express right to remove any content from the premises and/or remove the RCS, and those claiming under RCS and their effects, without being guilty of any trespass. The RCS covenants that, in the event this lease is terminated, they will be liable for, and will indemnify and hold harmless Wesley against any loss of rent, damage to said premises, the cost of cleaning, moving and storing any of RCS's personal effects and/or other costs involved in getting premises in condition to re-lease. In this connection, the RCS by this security agreement grants to the Wesley a security interest in and to all the personal property, including but not limited to, the furniture, appliances, personal effects and contents located upon or in said premises as collateral for the rents and fees due, and damage caused to the premises, and any other costs and fees due, any damage caused to the premises, and any other costs and fees involved in preparing the premises for re-lease and in re-leasing the same, all in accord with Tennessee Code Annotated Section 47-9-101-et seq.

### **Maintenance**

The RCS accepts the property in the present condition thereof, agrees to keep and maintain the same in as good a condition as at present, sanitary, and free from debris, danger of fire or any nuisance, to commit to no acts of destruction, or other acts tending to injure or deface the property, or which may invalidate the insurance or increase the rates thereon, and at the expiration of the lease will deliver the same without notice to the Wesley in as good a condition as when received; loss by acts of God and ordinary wear are expected.

### **Lawn Care**

The Wesley Foundation will provide lawn care

### **Bad Checks**

RCS agrees to pay a \$30.00 service charge to Wesley for any check made payable to Wesley that is returned unpaid. This is in addition to late charges for rent which shall not be considered paid until the check is made good. After one bad check has been tendered, the RCS can no longer pay rent by personal check. All future payments must be made by money order or cashier's check.

### **Lock Out Fee & Lost Keys**

In the event RCS requires a key from Wesley due to not having access to his/her own issued keys, there will be a \$5.00 fee, plus an additional \$10.00 if Wesley is required to personally deliver key. There will be a \$15.00 charge for lost keys.

### **Condemnation**

If the leased premises are condemned for public use, or if such a portion is condemned so as to prevent RCS from using the leased premises in substantially the same manner

as heretofore used, this lease will terminate on the day prior to the vesting of title in the condemning authority. If a portion of the leased premises is taken or condemned, and if such taking does not prevent RCS from using the leased premises in substantially the same manner as heretofore used, then this lease shall terminate as to the portion of the leased premises taken on the day prior to the vesting of title in the condemning authority, but shall continue in effect as to the portion of the leased premises not taken. After the date RCS surrenders possession of the portion taken, the rent payable hereunder will be reduced in proportion to the decrease in the fair rental value of the leased premises.

## Headings

The heading of each section contained herein are used for quick reference purpose only and shall not be used to determine the obligation set out in each section.

## Lease Rules

**THE RENTAL RATE STATED IN THE LEASE IS BASED ON THE ASSUMPTION THAT RCS WILL BE RESPONSIBLE FOR THE FOLLOWING REQUIREMENTS WHERE APPLICABLE.**

1. Damaged windows, doors and screens shall be RCS's financial responsibility.
2. Do not use "stick-ups" or adhesive tapes to put pictures, posters, small nails and tacks, etc. on the walls. Use only approved wall hangers.
3. Bugs: We will deliver to RCS a unit free of bugs. If RCS finds any active infestation during the first week of occupancy, we will re-treat. Afterwards, it is RCS's responsibility to keep the house bugs free. Do not use powdered poisons.
4. Wesley reserves the right to monthly inspections of premises.
5. There is to be a **NO SMOKING** rule in the house and grounds, in order that respect for the non-smoking will be maintained by anyone on the premises. This includes any type of tobacco and vaping.
6. RCS is responsible for stopped up drains and toilets because the reason for the stoppage is nearly always RCS caused. If the problem turns out to be obviously non-RCS caused, such as tree roots clogging the sewer line, then Wesley will assume responsibility.
7. RCS is not to paint or change any colors without written permission from Wesley.
8. Filters: RCS must provide and regularly replace filters on air conditioning and/or central heat and air units. Filters should be cleaned or replaced once a month. Neglecting this could cause damage to the unit, unnecessary repair costs and also inconvenience to RCS. A clean filter will also save RCS fuel costs by keeping the unit working under optimum efficiency.
9. Parking: Do not park large trucks or vehicles in the yard overnight. Do not leave "Junker's" on the premises (vehicles that are inoperable for over one month). Parking is only for RCS's vehicles and staff vehicles.

10. All payments must be by good check or money order.... NO CASH. Cash payments increase our risk of theft, bookkeeping mistakes, insurance and/or bonding of employees, and irreplaceable loss.
11. RCS guest or other person under the RCS's control SHALL NOT engage in criminal activity, including drug-related criminal activity, on or near the dwelling unit, "Drug-related criminal activity" means the illegal manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use a controlled substance (as defined in section 102 of the Controlled Substance Act (21 U.S.C. 802)).
12. RCS or guest or other person under the RCS's control SHALL NOT engage in any act intended to facilitate criminal activity, including drug related criminal activity, on or near the dwelling unit. RCS or guests WILL NOT permit the dwelling to be used for or to facilitate criminal activity, including drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household or guest.
13. RCS WILL NOT engage in the manufacture, sale or distribution of illegal drugs, whether on or near the dwelling unit or otherwise.
14. RCS, or guest or other person under the RCS's control SHALL NOT engage in acts of violence or threats of violence including, but not limited to, the unlawful discharge of firearms, on or near the dwelling unit.
15. **VIOLATIONS OF THE ABOVE PROVISIONS SHALL BE A MATERIAL VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF TENANCY.** A single violation of any of the provisions shall be deemed a serious violation and a material noncompliance with the lease. It is understood and agreed that a single violation shall be good cause for termination of the lease. Unless otherwise provided by law, proof of violation shall not require criminal conviction, but shall be by a preponderance of the evidence.

## **Abandonment**

RCS must notify Wesley of any anticipated extended absence from the premises in excess of seven (7) days. Notice shall be given on or before the first day of any extended absence. When away from the premises during the winter months RCSs are to leave sufficient heat on to prevent plumbing system from freezing. RCS's unexplained and/or extended absence from the premises for thirty (30) days or more without payment of rent as due shall be prima facie evidence of abandonment. Wesley is then expressly authorized to enter, remove and store all personal items belonging to RCS and others (at RCS's expense). If RCS does not claim said personal items within an additional thirty (30) days, Wesley may sell or dispose of said personal items and apply the proceeds of said sale to the unpaid rent, damage storage fees, sale costs, court costs, advertisements and attorney fees. Any balances are to be held by Wesley for the RCS for a period of six (6) months subsequent to the sale date and thereafter forfeited to the Wesley. Wesley reserves the right at any time to make additional rules and to make such changes to the rules and regulations as needed

## **Acknowledgment**

**RCS HEREBY ACKNOWLEDGES THAT THEY HAVE READ THIS AGREEMENT AND THE RULES AND REGULATIONS. RCS UNDERSTANDS AND AFFIRMS THAT THE RCS WILL, IN ALL RESPECTS, COMPLY WITH THE TERMS AND PROVISIONS OF THIS AGREEMENT. RCS SHALL SAVE THE AGENT HARMLESS FROM ALL SUITS AND DAMAGES IN CONNECTION WITH THE BUILDING REGARDING PERSONAL SECURITY.**

## **Use of Wesley Foundation Building**

Wesley agrees to the use of the Wesley Foundation building at 216 College Heights Street by RCS for programming. The scheduling of all programming and activities will be coordinated with the Wesley staff.

## **Handicap Ramp**

A handicap ramp may be constructed by Rutherford County Schools to the entrance of the house provided the ramp does not involve structural changes to the house. The design of the ramp will be approved by Wesley. Wesley does not offer any assurance that the house meets all requirements to be handicapped accessible. The ramp will be removed by RCS when RCS vacates the premises.

IN WITNESS WHEREOF, the parties have hereunto set their hands this day and year first above written.

WESLEY

RUTHERFORD COUNTY SCHOOLS

Wesley Foundation Executive Director

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature





**Capital Projects 2021-2022 - Fund 177**

**5/26/2022**

					<b>Amended Budget</b>	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	combined projects +carryover Amendment	within categories Amendment	To Doors + LV2 Roof Amendment	<b>Budget after Amendment</b>
<b>2020-2021 Carryover School Requests</b>												
Blackman Middle	Library Carpet		811	BL2	15,222							15,222
Browns Chapel	Sod Playground		811	BC3	31,237							31,237
	Paint 4 portables exterior		812	CH3	12,293							12,293
Eagleville	Library AC unit		812	EH1	157,000							157,000
Rock Springs Middle	Replace flooring lobby / office		811	RS2	18,290							18,290
Siegel High	Library carpet		811	SG1	15,863							15,863
Siegel Middle	Library carpet		811	SG2	18,888							18,888
Smyrna Middle	Awning		812	SM2	13,489				1,711			15,200
	Pond drainage system		813	SC1	153,000							153,000
Stewartsboro	Clocks		811	SB3	200							200
												-
				<b>Schools Total</b>	<b>435,483</b>	-	-	-	<b>1,711</b>	-	-	<b>437,193</b>
				<b>2020 / 2021 Capital Projects Total</b>	<b>2,686,393</b>	-	-	-	-	-	<b>(118,047)</b>	<b>2,568,345</b>
<b>Prior Carry Over Projects</b>												
<b>Gymnasium Floor</b>												
Holloway			920	HO1	14,780						(0)	14,780
				<b>Total</b>	<b>14,780</b>	-	-	-	-	-	<b>(0)</b>	<b>14,780</b>
<b>Major HVAC Components</b>												
Central Magnet		321	920	CMS	8,509						(8,509)	-
		335			-							-
				<b>Total</b>	<b>8,509</b>	-	-	-	-	-	<b>(8,509)</b>	<b>-</b>
<b>Major Plumbing Components</b>												
Buchanan Elementary School		321	920	BU3	4,350						(2,683)	1,668
				<b>Total</b>	<b>4,350</b>	-	-	-	-	-	<b>(2,683)</b>	<b>1,668</b>
												-
				<b>Prior Carryover Total</b>	<b>27,639</b>	-	-	-	-	-	<b>(11,192)</b>	<b>16,448</b>
												-
				<b>Total Capital Projects Carryover to 2021/2022</b>	<b>2,714,032</b>	-	-	-	-	-	<b>(129,239)</b>	<b>2,584,793</b>



**Capital Projects 2021-2022 - Fund 177**

**5/26/2022**

					<b>Amended Budget</b>	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	combined projects +carryover Amendment	within categories Amendment	To Doors + LV2 Roof Amendment	<b>Budget after Amendment</b>
<b>2021 / 2022 Projects</b>												
<b>Bleachers and Seats</b>												
Seigel High - Gym / Stadium			SG1	10,000						(10,000)		-
RHS - Gym		821	RH1	200,000						(21,312)		178,688
OHS - Gym		821	OH1	200,000						(27,181)		172,819
SHS - Gym		821	SH1	310,000						(9,893)		300,107
LHS - Gym		821	LH1	285,000						(16,044)		268,956
LHS - Baseball		822	LH1	75,000						(19,927)		55,073
Blackman High - Auditorium		821	BH1	145,000						9,412		154,412
General Bleacher Maint + BB Goal Maint @ various schools		822	MULTI	-						64,699		64,699
Move remaining Balance of category				-	(30,246)					30,246		-
( need to move \$24,000 to Rockvale Community )			<b>Total</b>	<b>1,225,000</b>	<b>(30,246)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,194,754</b>
( need to move \$6,245.86 to Paving )												
<b>Gym Floors</b>												
Thurman Francis		822	TF3	21,000							(278)	20,722
LaVergne Aux Gym		823	LH1	18,000							(2,160)	15,840
Siegel High Aux Gym		822	SG1	18,000							(520)	17,480
			<b>Total</b>	<b>57,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,958)</b>	<b>54,042</b>
<b>ADA Required Renovations</b>												
Multiple Schools	\	821	Multi	150,000					(30,000)			120,000
Eagleville - replace door knobs	/	822-2	EH1						30,000			30,000
			<b>Total</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150,000</b>
<b>BAS Graphic Interface</b>												
Multiple Schools			Multi	60,000							(19,563)	40,437
			<b>Total</b>	<b>60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(19,563)</b>	<b>40,437</b>
<b>Misc Items</b>												
Siegel Middle Fence (need to move \$5934.04 + \$943.00 to paving)			SG2	35,000	(6,877)					(6,741)	(21,382)	-
Lifts for High Schools (2 x \$12,000)	790	824	Multi	24,000							(1,339)	22,661
EIFS Repair - Christiana Middle (Need to move from TF3 roof)		821	CH2	50,000	24,755							74,755
EIFS Repair - Rock Springs Mid (Need to move from TF3 roof)		821	RS2	50,000	24,755							74,755
High School Shop Doors -- (14 x \$3,000)		827	Multi	50,000							(14,700)	35,300
High School Shop Air		829	Multi	50,000								50,000
Stewarts Creek Middle ADA Concrete		821	SC2	50,000							(4,920)	45,080
Server Expansion - CO	\	combined	ADM	200,000					(181,893)		(18,107)	-
Secondary Backup Server	/	821	ADM	200,000					181,893			381,893
Portable Replacement (72,255 moved to Holloway HVAC + McFadden Windows)	732	826	Multi	177,745						6,741		184,486
			<b>Total</b>	<b>886,745</b>	<b>42,633</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(60,448)</b>	<b>868,930</b>

**Capital Projects 2021-2022 - Fund 177**

**5/26/2022**

					<b>Amended Budget</b>	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	combined projects +carryover Amendment	within categories Amendment	To Doors + LV2 Roof Amendment	<b>Budget after Amendment</b>
<b>Paving/Seal Coating/Striping</b>												
Siegel High Seal Coat		821	SG1	85,000						(5,000)		80,000
Central Magnet front lot - Floods		821	CMS	150,000						552		150,552
Oakland High		822	OH1	400,000						13,308		413,308
Riverdale		822	RH1	400,000						4,263		404,263
				-		13,123				(13,123)		-
	(need to move \$6245.86 from Bleachers and Seats + \$5934.04 + 943.00 from SG2 Fence)		<b>Total</b>	<b>1,035,000</b>		<b>13,123</b>						<b>1,048,123</b>
<b>Major Roofing</b>												
Thurman Francis	(need to move \$49,510 to CH2+RS2 EIFS)	821	TF3	292,458		(49,510)					(32,755)	210,193
North Rutherford Teacher Center	From Thurman Francis Roof	821	TEA	57,542							(1)	57,541
LaVergne Middle	Emergency Repair	821	LV2								200,000	200,000
(Emergency Repair)				-								-
			<b>Total</b>	<b>350,000</b>		<b>(49,510)</b>						<b>167,244</b>
												<b>467,734</b>
<b>Renovation - Repurpose Projects</b>												
			SB3	30,000						(30,000)		-
Blackman Middle Library			BL2	25,000						(25,000)		-
Siegel Middle Library			SG2	25,000						(25,000)		-
Siegel High Library Carpet			SG1	35,000								35,000
Smyrna High Library			SH1	35,000						(35,000)		-
John Coleman Annex Cafeteria - Floor			JCA	35,000						115,000		150,000
			<b>Total</b>	<b>185,000</b>								<b>185,000</b>
<b>Life Safety - Security</b>												
Camera Program / DVR		823	Multi	100,000						(669)		99,331
Access Controls - Keying	(42,000 moved to Playgrounds)	825	Multi	33,000						323		33,323
Blackman High	(65,000 moved to Playgrounds)		BH1	-							10,000	10,000
Buchanan Elementary		823	BU3	45,000								45,000
Cedar Grove		822	CG3	45,000								45,000
Eagleville		822-1	EH1	75,000							8,000	83,000
Lavergne High		825	LH1	50,000							126,650	176,650
Oakland High		824-1	OH1	65,000							143,625	208,625
Riverdale High		823-1	RH1	60,000						346	52,228	112,574
Smyrna High		823	SH1	75,000						9,167	188,693	272,860
Smyrna West		821	SWA	25,000								25,000
Stewartsboro		823	SB3	45,000								45,000
Thurman Francis		823	TF3	45,000								45,000
Walter Hill		822	WH3	45,000								45,000
				9,167						(9,167)		-
				-								-
			<b>Total</b>	<b>717,167</b>								<b>529,196</b>
												<b>1,246,363</b>

**Capital Projects 2021-2022 - Fund 177**

5/26/2022

					<b>Amended</b>	from notes	from notes	from notes	combined projects	within	To Doors	<b>Budget after</b>
					<b>Budget</b>	hi-lited in green	hi-lited in green	hi-lited in green	+carryover	categories	+ LV2 Roof	<b>Amendment</b>
						Amendment	Amendment	Amendment	Amendment	Amendment	Amendment	
<b>Restroom Restoration</b>												
Smyrna Middle			SM2	75,000						(16,545)	(58,455)	-
Smyrna High		822	SH1	40,000								40,000
LaVergne High		824	LH1	40,000						16,545		56,545
Smyrna Primary		821	SP4	75,000								75,000
Thurman Francis			TF3	30,000								30,000
				-								
			<b>Total</b>	<b>260,000</b>		-	-	-	-	-	(58,455)	<b>201,545</b>
<b>Canopies - Walkways</b>												
Eagleville		821	EH1	40,000						(5,388)	(11,468)	23,144
Stewarts Creek Elementary		821	SC3	60,000						5,388		65,388
Stewarts Creek Middle	(need to move \$9,435.55 to schools access control overage)		SC2	50,000			(9,436)				(40,564)	-
				<b>150,000</b>		-	(9,436)	-	-	-	(52,032)	<b>88,532</b>
<b>Playgrounds</b>												
Buchanan		821	BU3	303,441								303,441
Stewartsboro		822	SB3	293,126								293,126
Walter Hill		821	WH3	380,134								380,134
	(107,000 from life safety / security)			298							(298)	(0)
				<b>977,000</b>		-	-	-	-	-	(298)	<b>976,702</b>
<b>HVAC Replacement</b>												
Holloway	(Total from portable replacement)	821	HO1	56,551								56,551
												-
			<b>Total</b>	<b>56,551</b>		-	-	-	-	-	-	<b>56,551</b>
<b>West Wilson E.S. Turn Lane</b>												
Wilson Elementary	From Fund Balance	821	WL3	68,000							(572)	67,428
												-
			<b>Total</b>	<b>68,000</b>		-	-	-	-	-	(572)	<b>67,428</b>
<b>Window Replacement</b>												
McFadden	(Total from portable replacement)	821	MC3	15,704								15,704
												-
			<b>Total</b>	<b>15,704</b>		-	-	-	-	-	-	<b>15,704</b>
<b>Rockvale Community Center Roof</b>												
Facility used by Rockvale High Wrestling team		822	RO1	-		24,000						24,000
	(Need to move from Bleachers and Seats)											-
												-
			<b>Total</b>	<b>-</b>		<b>24,000</b>	-	-	-	-	-	<b>24,000</b>

**Capital Projects 2021-2022 - Fund 177**

5/26/2022

					<b>Amended Budget</b>	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	from notes hi-lited in green Amendment	combined projects +carryover Amendment	within categories Amendment	To Doors + LV2 Roof Amendment	<b>Budget after Amendment</b>
<b>Turf for Football Field</b>												
Smyrna High School	(From Contributions)	399	824	SH1	1,050,000							1,050,000
					-							-
					-							-
				<b>Total</b>	<b>1,050,000</b>	-	-	-	-	-	-	<b>1,050,000</b>
			<b>Total of above</b>		<b>7,243,167</b>	-	<b>(9,436)</b>	-	-	-	<b>502,113</b>	<b>7,735,845</b>
<b>2021/2022 School Requests</b>												
Blackman Elementary	Tear brick wall down outside of K area		822	BL3	15,000					(3,905)	(1,495)	9,600
	Siding on remaining portables		823	BL3	15,000						(2,188)	12,813
	Repave / Stripe parking lot		821	BL3	25,000						(129)	24,871
Blackman Middle	Access Reader (Need to move from SC2 canopy)		821	BL2	10,000		5,859					15,859
Blackman High	Doors			BH1	10,000						(10,000)	-
	Sidewalk covering A Hall to CDC/dock			BH1	25,000						(5,154)	19,846
Buchanan Elementary	Parking Lot addition		822	BU3	60,000						(19,623)	40,377
Cedar Grove	Badge access - Gym			CG3	7,500							7,500
	Badge access - exit door to portables			CG3	7,500							7,500
	clean and epoxy bathroom floors		821	CG3	40,000					1,500		41,500
Central Magnet	Awning to protect busses			CMS	15,000						(15,000)	-
Christiana Elementary	Awning			CH3	6,000						(6,000)	-
Christiana Middle	Repair broken gym windows			CH2	3,750						(3,750)	-
David Youree	Replace chalkboards			DY4	35,000							35,000
	Finish replacing gym bleacher seats			DY4	25,000						(25,000)	-
Eagleville	Car rider awning			EH1	18,000						(18,000)	-
	Enter and Exit doors			EH1	8,000						(8,000)	-
	Sidewalks			EH1	20,000						(20,000)	-
Holloway	Bleacher replacement		822	HO1	80,000						(25,088)	54,912
John Coleman	Awning (cafeteria to gym)	\	821	JCK	20,000				2,041			22,041
	Awning (car rider coverage)	/	combined	JCK	10,000				(2,041)		(7,959)	-
Kittrell	Swing barrier gates - both entrances		821	KT3	10,000						(7,502)	2,498
	Clock system		822	KT3	30,000						(14,620)	15,380
	Barrier gates			KT3	15,000						(15,000)	-
Lascassas	Stripe parking lot		821	LA3	30,000						(5,890)	24,110
LaVergne High	Replace bleachers at Baseball stadium			LH1	55,000						(55,000)	-
LaVergne Middle	Renovate / Repair stage			LV2	30,000							30,000
McFadden	Renovate main hall floor			MC3	20,000							20,000
	Epoxy Restrooms		822	MC3	50,000						-	50,000

**Capital Projects 2021-2022 - Fund 177**

**5/26/2022**

					<b>Amended</b>	from notes	from notes	from notes	combined projects	within	To Doors	<b>Budget after</b>
					<b>Budget</b>	hi-lited in green	hi-lited in green	hi-lited in green	+carryover	categories	+ LV2 Roof	<b>Amendment</b>
						Amendment	Amendment	Amendment	Amendment	Amendment	Amendment	
Oakland High	HVAC Main gym/hallways			OH1	40,000							40,000
	Renovate tile floors		823	OH1	50,000						-	50,000
	Rekey internal doors		824-2	OH1	75,000							75,000
Riverdale	C Hall and Lecture hall flooring renovate			RH1	25,000							25,000
	Rekey internal doors		823-2	RH1	75,000							75,000
	Ceiling grids and tiles replaced			RH1	15,000							15,000
Rock Springs Middle	Renovate carpet - Aud, office, and library			RS2	35,000							35,000
Rockvale Elementary	Awning in front of gym		821	RO3	20,000						(3,553)	16,447
Rockvale High	Security lights at all ball fields		821	RO1	30,000						(5,005)	24,995
Siegel High	Library carpet		823	SG1	25,000						(14,794)	10,206
	Auditorium carpet renovation			SG1	25,000						-	25,000
Siegel Middle	Additional parking in front of building		821	SG2	25,000						(88)	24,913
Smyrna Elementary	Additional Playground equipment		821	SE4	50,000						(218)	49,782
Smyrna High	Construct 2nd floor weight room in gym			SH1	30,000						(30,000)	-
Smyrna Middle	SMS Marquee - (from SC2 sidewalk)		821	SM2	20,000			3,123				23,123
Smyrna Primary	Replace classroom doors in original build		822	SP4	40,000							40,000
Stewarts Creek Elementary	Metal awning outside gym doors			SC3	30,000						(30,000)	-
	Sidewalks for 8th grade and Essentials (need to move 3,450 to Clocks + 3,123 to SM2 marquee)			SC2	20,000			(6,573)			(13,427)	-
Stewarts Creek Middle	Clock Replacement (from sidewalks above)		822	SC2	25,000			3,450				28,450
Stewartsboro	Whiteboards in every classroom		821	SB3	55,000					2,405		57,405
Whitworth Buchanan	Renovate Stage floor		821	WB2	15,000						(10,392)	4,608
Wilson Elementary	Avigilon card readers (Need to move from SC2 canopy)		822	WL3	20,000			3,576				23,576
				<b>Schools Total</b>	<b>1,440,750</b>	-	<b>9,436</b>	-	-	-	<b>(372,874)</b>	<b>1,077,311</b>
				<b>2021 / 2022 Capital Projects Total</b>	<b>8,683,917</b>	-	-	-	-	-	<b>129,239</b>	<b>8,813,156</b>
				<b>Total Capital Projects</b>	<b>11,397,949</b>	-	-	-	-	-	<b>(0)</b>	<b>11,397,949</b>



**Steve Luker**  
*Principal*



**Jason Crutchfield**  
**Lashonda Chambers**  
**Stephanie Elliott**  
**Monica West**

May 12, 2022

Mr. Spurlock and Tiffany Johnson,  
I agree to support the formation of a football booster club, pending board approval. Rockvale High has many needs that can be addressed by increasing parent and community support, as well as fundraising through a school-support organization. I am willing, as principal, to monitor the booster club activities, including following the state and county financial guidelines. Thank you for your consideration.

Regards,

Steve Luker  
Rockvale High Principal

School Support Organization Agreement with Rutherford County Schools (“the School District”)

This written agreement dated \_\_\_\_\_ between \_\_\_\_\_ (“the Support Organization”) and the School District is to request the use of the name of \_\_\_\_\_ School (“the School”) for the purpose of raising funds or other items of value to support the daily and extracurricular activities of the School by the Support Organization.

**Standards:**

1. The Support Organization will abide by all State of Tennessee and School District policies and procedures regarding School Support Organizations.
2. The Support Organization will indemnify and hold harmless the District, the District’s Director of Schools, and all other agents of the School District for the actions of the Support Organization.

**Policies and Procedures:**

1. The Support Organization agrees to provide to the School District in writing the following—
  - a. Documentation of the Support Organization’s recognition by the State of Tennessee as a non-profit organization, foundation, or a chartered member of a non-profit organization,
  - b. The Support Organization’s goals and objectives and assurance that funds are spent only for the purposes related to the Support Organization’s stated goals and objectives, and
  - c. Copies of the most up to date Support Organization’s charter and by-laws
  - d. All prospective SSOs must provide the Board a copy of its IRS Determination Letter prior to any fundraisers being approved that will not be directly deposited into the School Activity Funds in a restricted account. No fundraised money will be retained in a third-party SSO account until the IRS recognizes the SSO as a 501(c)(3) organization.
  - e. All prospective SSOs must provide a copy of its financial management policies to include purchasing and internal control of funds and adequate segregation of duties as it relates to SSO funds. Existing SSO’s must provide these policies upon request of the Director of Schools or his/her designee.
  - f. That the SSO has attended annual training that will be provided by the School Superintendent or his/her designee.
  - g. A signed SSO agreement must be submitted each year to the Director of Schools or his/her designee.
2. Abide by all Rutherford County Board of Education policies and procedures regarding school support organizations. The most updated policies and procedures will be maintained on the RCS Budget & Finance website.

3. Indemnify the Rutherford County Board of Education and all other agents of the local education agency for the actions of the school support organization.
4. The Support Organization agrees—
  - a. To maintain financial records for a period of at least four (4) years and
  - b. Upon written request, the Support Organization agrees to provide to officials of the District, the School principal, or auditors from the Office of the Tennessee Comptroller of the Treasury access to the Support Organization's books, records, and bank account information.
5. The Support Organization agrees that at least thirty days in advance of any fundraising activity the Support Organization will obtain written approval by the School principal and the Director of Schools, or the Director's designee, for the fundraising activity. The Support Organization understands that fundraising activities cannot conflict with the District's or the School's operations or other School fundraising efforts and that the fundraising process must be consistent with the goals and mission of the District and the School. The Support Organization will only conduct fundraising activities that comply with local, state, and federal law.
6. **The Support Organization agrees that School representatives will not act as a treasurer or bookkeeper for the Support Organization or be a signatory on the Support Organization's bank accounts.** The Support Organization also understands that no District or School administrator can serve as an officer of the Support Organization nor can a majority of the voting members of the Support Organization be school representatives.
7. Each year, within sixty (60) days after the end of the school support organization's fiscal year, the school support organization shall provide a detailed statement of cash, receipts and disbursements to the applicable school principal or director's designee if no principal is available. (Opening cash plus receipts, less expenditures equal ending cash.). The SSO will submit this report on the approved RCS Annual Financial Report template.
8. The Support Organization agrees to operate within the applicable standards and guidelines set by any local, state, or national association to which the Support Organization is related, and shall not promote, encourage or acquiesce in any violation of student or team eligibility requirements, conduct, codes, or sportsmanship standards.
9. Contract with an independent CPA to perform the agreed-upon procedures provided by the Rutherford County Board of Education and to provide the Rutherford County Tennessee Board of Education with a copy of the Independent Accountant's Report on these procedures within ninety days after the end of the school organization's fiscal year.



10. Before submitting a request for a gaming event to the State of Tennessee's Division of Charitable Solicitations and Gambling, the School Support Organization shall obtain prior approval for the gaming event from the principal and director of schools.
  
11. The Support Organization acknowledges that the Support Organization may not—
  - a) Use the School's or the District's sales tax exemption to purchase items,
  - b) Represent or imply that the Support Organization's activities, contracts, purchases, or financial commitments are made on behalf of, or binding upon, any school or the District;
  - c) Use Support Organization funds for any purpose other than those related to the goals and objectives of the Support Organization, which must be related to supporting the District, the School, school club, or school academic, arts, athletic, or social activity;
  - d) Maintain or operate a bank account that bears the employer identification number of the District, the School, or any other school related governmental entity, or
  - e) Pay to any District employee or non-employee, supplements, wages, or any other form of payment without processing the payment through the School System.

**Concessions and Parking:**

The School principal may agree to allow a School Support Organization ("SSO") to operate and collect money for a concession stand or parking at a related school academic, arts, athletic, or social event on school property without the prior written approval of the Director of Schools or the Director's designee. SSO workers must not be District employees assigned to the School. Money payable to the School pursuant to the agreement with the principal will be considered SSO funds and not student activity funds if the SSO provides the School with the relevant collection documentation required by the State of Tennessee.

**Acceptance of This Agreement:**

The Support Organization hereby acknowledges that the Director of Schools, at the Director of Schools sole discretion, may suspend or revoke the authorization of the Support Organization to act as a School Support Organization at any time for failure to abide by one or more terms of this agreement.

The signatures of the Support Organization officers that follow signify that all agree to the conditions outlined in this agreement, agree to adhere to the policies and procedures of the State of Tennessee and the District governing the continuing recognition and activities of Student Support Organizations, and understand that failure to abide by any of those policies and procedures could result in the revocation of the Support Organization authorization as a recognized School Support Organization of Rutherford County Schools.

For the Support Organization-

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date

For the School-

\_\_\_\_\_  
School Principal

\_\_\_\_\_  
Date

For the School District-

\_\_\_\_\_  
Director of Schools/Director's Designee

\_\_\_\_\_  
Date

# School Custodial Recommendations

100% RCS Employees

Moved as needed by RCS Custodial Operations Director

## Elementary and Middle School

- Lead custodian will report directly to Custodial Operations Director
- Lead Custodian will be scheduled 6:30AM-3:00PM
- Lead custodian will be responsible for maintaining school and answering radio calls (All cleaning duties should be at after school hours and the day prior.
- All custodians should be scheduled from 2:30PM-10:00PM (All cleaning should be done during this time).
- If Lead custodian request a day off or calls in, a night custodian will be moved to days till his/her return.
- If a custodian requests a day off or calls in, the rest of the custodial staff should share the duties.
- During school events all night custodians should work together to clean up after event

## High School

- Lead custodian will report directly to Custodial Operations Director
- Lead Custodian will be scheduled 6:30AM-3:00PM
- Lead custodian will be responsible for maintaining school and answering radio calls (All cleaning duties should be at after school hours and the day prior.)
- All custodians should be scheduled from 2:30PM-10:00PM (All cleaning should be done during this time).
- Schedule two AM Shift 7:00AM-3:30PM Custodians to help with calls and maintaining school.
- If Lead custodian request a day off or calls in, a night custodial will be moved to days till his/her return.
- If a custodian requests a day off or calls in, the rest of the custodial staff should share the duties.
- During school events all night custodians should work together to clean up after event

## Additional Services

- Schedule Fall Break, Christmas, Spring Break and Summer projects
- Monthly cleaning Inspections
- Supply inventory
- Equipment preventive maintenance
- Training
- Principal will grade the overall performance of the custodial staff on a monthly basics

### **Possible Custodial Incentives**

- **Employee of the month recognition (Day off with pay, paid lunch)**
- **School of the month recognition (custodial staff will get paid lunch)**

# **School Outsourcing Plan**

**Leads are RCS Employees all other custodial staff is contracted**

**Area Managers are RCS Employees**

## **Elementary and Middle School**

- AM Shift (7:00AM-3:30PM) a contracted custodian will be provided to be responsible for the grounds, maintaining restrooms, answer radios and assigned area to clean.
- RCS Lead Custodian will be working PM shifts 3:30-11:00PM to supervise contracted custodians
- All the cleaning will be completed at night

## **High School**

- Two/three AM Shift (7:00AM-3:30PM) contracted custodians will be provided to be responsible for the grounds, maintaining restrooms, answer radios and assigned area to clean.
- RCS Lead Custodian will be working PM shifts 3:30-11:00PM to supervise contracted custodians
- All the cleaning will be completed at night

## **Additional Services and Area Managers**

- Schedule Fall Break, Christmas, Spring Break and Summer projects
- Monthly cleaning Inspections
- Supply inventory
- Training
- RCS Area Manager will oversee 10/15 schools, RCS Lead custodians report directly to the area manager.
- RCS Area Managers are responsible for hiring personnel and deal with HR cases
- RCS Area Manager will meet with Principals for any custodial concerns or issues
- RCS Area managers' report to the Custodial Operations Director and he/she reports directly to Director of Maintenance and if needed meets with Principals for custodial issues.
- Additional RCS Maintenance staff will need to be considered to cover what contracted services does not do.

April 1, 2022

Mr. Trey Lee  
Assistant Superintendent Engineering and Construction  
Rutherford County Schools  
2240 Southpark Drive  
Murfreesboro, TN 37128  
Phone: (615 )893-5815 x 22027  
Cell: (615) 416-4404

Subject: Proposal for Traffic Analysis & Recommended Improvements: Blackman Schools (ES, MS, and HS) and Stewarts Creek Schools (ES, MS, and HS)

Dear Mr. Lee:

We appreciate the opportunity to work together on this project. We understand Rutherford County Schools (RCS) is seeking traffic analysis and recommendations for traffic circulation at two locations encompassing 6 schools, Blackman Schools (Elementary, Middle, and High) and Stewarts Creek (Elementary, Middle, and High). These schools are part of the Rutherford County Schools (RCS) system.

**Scope of Work:** To generally provide civil/traffic engineering and professional services to accomplish the goals outlined above. This will more specifically include:

#### **TASK ONE: TRAFFIC ANALYSIS**

- Collier will meet with RCS officials, Blackman, and Stewarts Creek School administration staff on-site to better understand the current traffic circulation issues and school arrival /dismissal operations.
- Collier will conduct observations during school arrival and dismissal periods. The observations will include, but are not limited to, circulation of the site, carline queue length, spot counts, operation and procedure of the carline and school bus line. That will be done with manual traffic counts, wide angle video data collection, and drone video data collection in the defined area.
- Up to two (2) alternative school circulation exhibits will be created for each cluster (Blackman and Stewarts Creek), which may include carline procedures and operation modifications, if recommended. The concept sketches will address school bus and carline circulation layout to maximize carline capacity, ingress/egress, and minimize overflow and impact to public streets. Conceptual exhibits of the alternative school

circulation plans will be produced and presented to the client and school for review and selection.

- Site visit to evaluate construction feasibility of circulation improvement options.
- Prepare a memo summarizing the results of the data collected and observations as well as recommendations to improve traffic circulation.
- Collier staff will meet with Rutherford County Schools to facilitate review of the traffic study and recommendations. We will then meet with RCS staff to review our recommendations. Up to two (2) meetings are included in this task.
- Estimated probable costs will be provided for up to (2) two options and presented.

**Exclusions-**

- *This proposal does not include design or preparation of construction documents for the preferred alternative option. These services along with survey and construction management/inspection can be provided by Collier under a separate proposal once a preferred option is selected by RCS.*
- *Attendance at public meetings or County/Town hearings is not included in this proposal unless noted above.*

**Estimated Fees:**

Blackman Schools (Traffic Analysis)	\$29,780.00
Stewarts Creek HS (Traffic Analysis)	\$29,780.00

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**TOTAL LUMP SUM FEE:** **\$59,560.00**

*\*\* Proposal expires 30 days after issue date. The fee quoted is based on the assumptions and conditions provided by the owner at the time of this proposal. If a task is not listed in the scope this means it is not included in this proposal. The total value of the tasks represented by this proposal shall not exceed the cost of \$59,560.00 without amendment. All additional services will be billed in accordance with Exhibit A below.*

Respectfully submitted,



President  
Collier Engineering Co., Inc.  
Attachments: Fee Schedule, Contract

**Exhibit A**

Collier Engineering-2022 Fee Schedule	
Staff	Rate
Principal	\$225.00
Sr. Project Manager	\$180.00
Project Manager II	\$150.00
Project Manager I	\$125.00
Sr. Engineer	\$155.00
Project Engineer II	\$130.00
Project Engineer I	\$115.00
GIS Analyst	\$105.00
EIT/CAD/GIS Tech III	\$110.00
EIT/CAD/GIS Tech II	\$90.00
EIT/CAD/GIS Tech I	\$80.00
Construction Manager	\$130.00
Sr. Inspector	\$90.00
Inspector II	\$80.00
Inspector I	\$75.00
Sr. Technician	\$80.00
Technician	\$65.00
Registered Surveyor	\$150.00
Survey Two Man Group	\$75.00
Survey Party Chief	\$100.00
Survey Tech	\$70.00
Accountant	\$140.00
Project Administrator	\$90.00
Administrative Assistant	\$65.00
Seasonal Intern	\$55.00

**Reimbursable Expenses:**

Costs for the following items will be submitted for reimbursement as specified below:

- Expenses and Fees incurred on behalf of the client. (cost plus 15%)
- Printing and/or reproduction costs for materials larger than 11x17. (cost plus 15%)
- Subcontracted services. (cost plus 15%)
- Mileage will be reimbursed at the effective IRS rate.



**AGREEMENT BETWEEN COLLIER ENGINEERING CO. INC.**

**AND**

**RUTHERFORD COUNTY SCHOOLS**

THIS AGREEMENT is made this the [REDACTED] day of [REDACTED], 20[REDACTED], by and between **Rutherford County Schools** (hereinafter "Client"), and **COLLIER ENGINEERING COMPANY, INC.**, located at 2949 Nolensville Road, Nashville, Tennessee 37211 (hereinafter "Collier"), and contains the following:

**WITNESSETH THAT:**

**WHEREAS**, the Client has determined that it is necessary to contract with Collier to provide professional engineering services and has the authority to do so; and

**WHEREAS**, by entering into this Agreement, Collier affirms that it has extensive experience in providing engineering services and that it shall provide such services in a professional manner in accordance with the terms and conditions of this Agreement as well as the standard of care practiced by other consultants and professionals performing similar services within the industry; and

**NOW, THEREFORE**, in consideration of the promises herein and for other good and valuable consideration, the Client and Collier agree as follows:

**ARTICLE 1- SCOPE OF SERVICES**

1. Collier shall perform all necessary professional services in a satisfactory and proper manner, consistent with the Client's requirements as to projects, which are defined in the Scope of Work and Proposal above and by reference be made a part of this Agreement.
2. Collier shall comply with all phases of work outlined within the attached Scope of Work.
3. The Client agrees to perform the services necessary for completion of the project.
4. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.

**ARTICLE 2- FEE AND SCHEDULE**

1. Collier agrees to perform all work as defined in the Scope of Work as defined in the Proposal. The parties may modify the completion date by agreement or for unforeseen circumstances.
2. Invoices shall be submitted by Collier to the Client on a monthly basis based on the percent of the actual work completed for that month. Each individual invoice shall be due and payable thirty (30) days after receipt.
3. If the Client disputes any portion of Collier's invoices, the undisputed portion will be paid by the Client, and Collier will be notified in writing within ten (10) days of receipt of the exceptions taken to such invoice. The Client and Collier will attempt to resolve any payment dispute within sixty (60) days, and both parties agree that no action for collection thereon shall be filed within this time period.
4. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 30 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.

5. Additional Services: For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by each class of Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services and Engineer's consultants' charges, if any. Engineer's standard hourly rates are attached as Exhibit A.
6. If the Client delays any project for more than twelve (12) months beyond the designated date when work is scheduled to begin, which is more particularly defined as the date an agreement related to the specific project is executed and received by Collier, then Collier will reserve the right to adjust fees as follows. The lump sum designated shall be increased by three percent (3%) per year. The intent of this language is that the increase shall be cumulative, as a delay would cause Collier to have to revisit the plans, analysis, and/or study created in accordance with the designated start date as defined herein.

### **ARTICLE 3- THE CLIENT'S RESPONSIBILITIES**

The Client will provide all criteria and full information as to the Project's requirements, and shall furnish the following:

1. Provide Collier with all known available information that is pertinent to the Project.
2. Accompany ENGINEER on-site inspections to determine scope of work.
3. Guarantee access to the work so Collier can enter upon public and private lands as required to perform the work essential to design the Project.
4. Give thorough consideration to all reports, cost estimates, drawings, specifications and other documents presented by Collier, and inform Collier of all decisions within a reasonable time so as not to delay the work of Collier (i.e. furnish approval or instructions for change).
5. Promptly schedule all required special meetings, serve all public and private notices, receive and act upon all protests.
6. Designate, in writing, a single person to act as the Client's representative.
7. Provide all activities associated with property acquisition and/or relocation, including, but not limited to, appraisals, title search, and required legal services.
8. Give prompt written notice to Collier when it is known that either the Project criteria or conditions have changed, or Collier's work is deficient in intent or technical content.
9. Provide information previously assembled by others, including soil borings, probings, subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples and materials, appropriate professional interpretation of all of the foregoing, environmental assessment, impact statements, approvals and permits from regulatory agencies, and other special data or consultation.

### **ARTICLE 4- TERMS AND CONDITIONS**

The following shall be essential terms and conditions of this Agreement:

#### **A: CHANGES IN WORK**

1. Should any changes in the design of the Project be necessary, the Client's designee shall report such change to Collier in writing. If the Client determines that any changes in work are necessary to complete the Project, then Collier shall be allowed compensation based upon an agreed upon fee and the original contract terms, including the additional work in the overall cost of the construction of the Project.
2. This Section includes reference to Article 2 of this Agreement pertaining to a delay in work and automatic increase in the cost of the Project. Such provision does not require any notice of change in writing from Collier.

**B: CONFLICT RESOLUTION**

1. If there is a conflict with a professional practice or standard applicable to the Project, Collier shall submit a written request to the Client's designee for a resolution.

**C: INDEPENDENT CONTRACTOR**

1. Collier is an independent contractor responsible for its work and not an agent of the Client in performing the services outlined within this Agreement.

**D: FORCE MAJEURE**

1. Neither party shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by any act of God, force majeure, storm, fire, casualty, civil disturbance, riot, war, national emergency, act of government, act of public enemy or other cause of similar nature beyond its control.

**E: INDEMNIFICATION**

1. The Client shall agree to indemnify and hold Collier, its officers, agents and/or employees, harmless from and against any and all lawsuits, damages and expenses, including court costs and attorneys' fees, by reason of any claim and/or liability imposed, claimed and/or threatened against the Client, its officials, agents and/or employees, for damages because of bodily injury, death and/or property damages arising out of or in consequence of the performance of services under the Agreement to the extent that such bodily injuries, death and/or property damages are attributable to the negligence of the Client, its agents, employees, or any other entity for which the Client may be found to be legally liable. This provision shall survive the completion of all services, obligation and duties provided pursuant to the Project, or the termination of this Agreement for any reason.
2. Collier shall agree to indemnify and hold the Client, its officers, agents and/or employees, harmless from and against any and all lawsuits, damages and expenses, including court costs and attorneys' fees, by reason of any claim and/or liability imposed, claimed and/or threatened against Collier, its officials, agents and/or employees, for damages because of bodily injury, death and/or property damages arising out of or in consequence of the performance of services under the Agreement to the extent that such bodily injuries, death and/or property damages are attributable to the negligence of Collier, its agents, employees, or any other entity for which Collier may be found to be legally liable. This provision shall survive the completion of all services, obligation and duties provided pursuant to the Project, or the termination of this Agreement for any reason.

**F: INSURANCE**

1. Collier shall maintain, during the life of this Agreement, the following insurance policy written by an insurance company authorized to do business within the State of Tennessee, and furnish the Client, in duplicate, Certificates of Insurance as evidence thereof:
  - a. Worker's Compensation: Providing coverage in compliance with the laws of the state in which any part of the work is to be performed, and Employer's Liability Coverage in the minimum amount of the statutory limit for each occurrence.
  - b. Comprehensive (Commercial) General Liability Insurance: Bodily injury and property damage combined single limit in the minimum amount of \$1,000,000.00 for each occurrence.
  - c. Automobile (Business) Liability Insurance: Bodily injury and property damage combined single limit in the minimum amount of \$1,000,000.00 for each occurrence, \$1,000,000.00 aggregate.

- d. Professional Liability Insurance: Professional liability insurance covering claims arising from errors, omissions or negligent acts committed in the performance of professional services under this Agreement with limits of \$1,000,000.00.

**G: WORK PRODUCT**

- 1. The Client agrees not to reuse plans and specifications without Collier's written approval.

**H: SEVERABILITY**

- 1. The invalidity, illegality or unenforceability of any provision within this Agreement, or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the Agreement. Any void provision shall be deemed severed from the Agreement, and the remaining portions of the Agreement shall be construed and enforced as if the Agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision.

**ARTICLE 5- ASSIGNMENT AND NOTICE**

- 1. Except where otherwise provided herein, any notice approval, acceptance, request, bill, demand or statement hereunder from either party to the other shall be in writing and shall be deemed to have been given when either delivered personally or deposited in a United States mailbox in a postage pre-paid envelope, addressed to the other party at (unless changed by written notice):

**Collier Engineering**

Attn: Chad Collier, P.E.

Title: President

Collier Engineering Company, Inc.

2949 Nolensville Road

Nashville, Tennessee 37211

**Company/Client Name**

\_\_\_\_\_ Rutherford County Schools \_\_\_\_\_

\_\_\_\_\_ Attn: Trey Lee \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ARTICLE 6- TERMINATION**

- 1. This Agreement may be terminated by either party upon ten (10) days written notice should the other party fail substantially to perform in accordance with the terms outlined herein through no fault of the party initiating the termination.

2. This Agreement may be terminated by Collier in the event that the Client permanently abandons any subsequent project.
3. In the event of termination by either party, Collier shall be compensated for all services performed prior to the termination date.

#### **ARTICLE 7- DISPUTE RESOLUTION AND GOVERNING LAW**

1. The Client and Collier shall attempt to resolve conflicts or disputes under this Agreement in a fair and reasonable manner, and agree that if an informal resolution cannot be achieved, the parties shall submit the matter to a mutually agreed upon mediator in an attempt to resolve the dispute through the mediation process. Such mediation process shall be initiated by a request in writing by either party.
2. The mediation provision can be waived by the mutual consent of the parties or by either party if such party's right would be irrevocably prejudiced by a delay in initiating a legal proceeding.
3. If mediation does not settle the dispute within ninety (90) days after either party makes a written request for mediation, the dispute shall be subject to the laws of the State of Tennessee, and, more particularly, the courts of competent jurisdiction in Davidson County by agreement of the parties.

#### **ARTICLE 8- BREACH**

1. The term "breach of agreement" specifically includes, but is not limited to, failure to comply with any applicable federal, state or local laws or regulations.
2. If it is determined pursuant to any dispute resolution process, including mediation, or by a court of competent jurisdiction that the Client was in breach of this Agreement, the Client shall be liable to Collier for all liquidated, compensatory and punitive damages, and for all attorneys' fees and costs, including litigation taxes, that may be assessed if Collier must seek protection of its rights or reimbursement of any monies in accordance with the terms of this Agreement due to the Client's breach.

#### **ARTICLE 9- MISCELLANEOUS TERMS OF AGREEMENT**

1. **Successors and Assigns:** This Agreement is binding upon and will inure to the benefit of the Client and Collier as well as their respective heirs, executors, administrators, successors and assigns, and neither party may assign, sublet or transfer its rights or obligations hereunder without the prior, written consent of the other party.
2. **Extent of Agreement:** This Agreement and any exhibits attached hereto, including Attachment A- Scope of Work, constitutes the entire and integrated agreement between the Client and Collier, and no other written or oral understanding shall constitute part of this Agreement.
3. **Waiver:** A waiver by Collier of any breach of this Agreement shall not be binding unless such waiver is in writing. In the event of a written waiver such shall not affect Collier's rights with respect to any other relief sought or available for further breach. A waiver by the Client of any breach of this Agreement shall not be binding unless such waiver is in writing. In the event of a written waiver such shall not affect the Client's rights with respect to any other relief sought or available for further breach. The making or acceptance of a payment by either party with knowledge of the existence of a default or breach shall not operate or be construed to operate as a waiver of any subsequent default or breach.
4. **Modification:** This Agreement shall not be modified unless such modifications are evidenced in writing in the form of a written Amendment, which is signed by both the Client and Collier.
5. **Headings:** The parties agree that the headings identifying the various sections and subsections within this Agreement are for informational purposes only and are not intended to limit the terminology contained within the Agreement in any manner.

IN WITNESS WHEREOF, the Client has caused this Agreement to be signed by its authorized representative, and Collier has caused this Agreement to be signed in its corporate name by its authorized representative as of the day and year first written above.

**CLIENT:**

**COLLIER:**



\_\_\_\_\_  
**CLIENT NAME**

\_\_\_\_\_  
**COLLIER ENGINEERING COMPANY, INC.**

By: \_\_\_\_\_

By: Chad A. Collier, P.E.

Title: \_\_\_\_\_

Title: President

ADDRESS:  
\_\_\_\_\_  
\_\_\_\_\_

ADDRESS:

2949 Nolensville Road

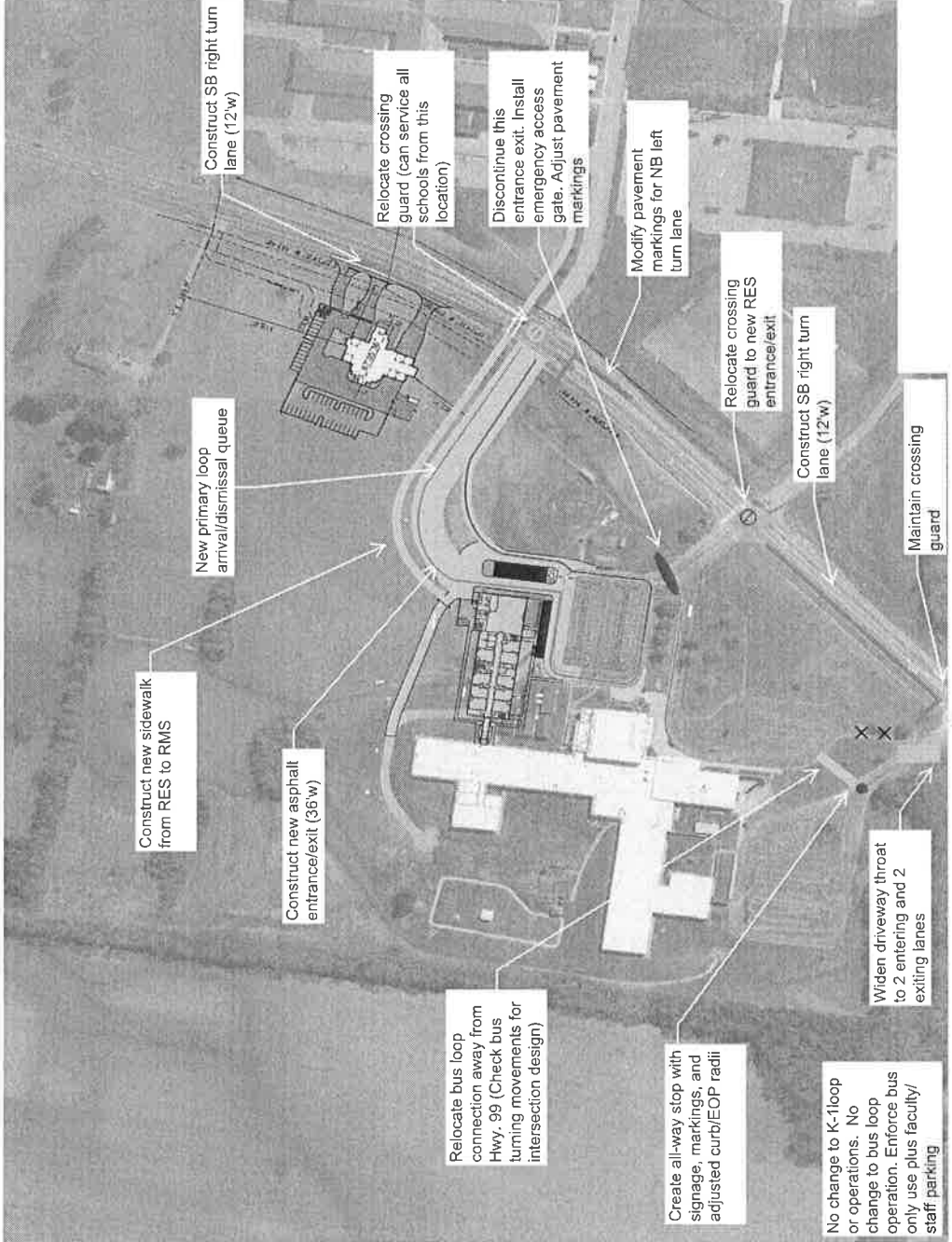
Nashville, TN 37211

PHONE: \_\_\_\_\_

PHONE: (615) 331-1441

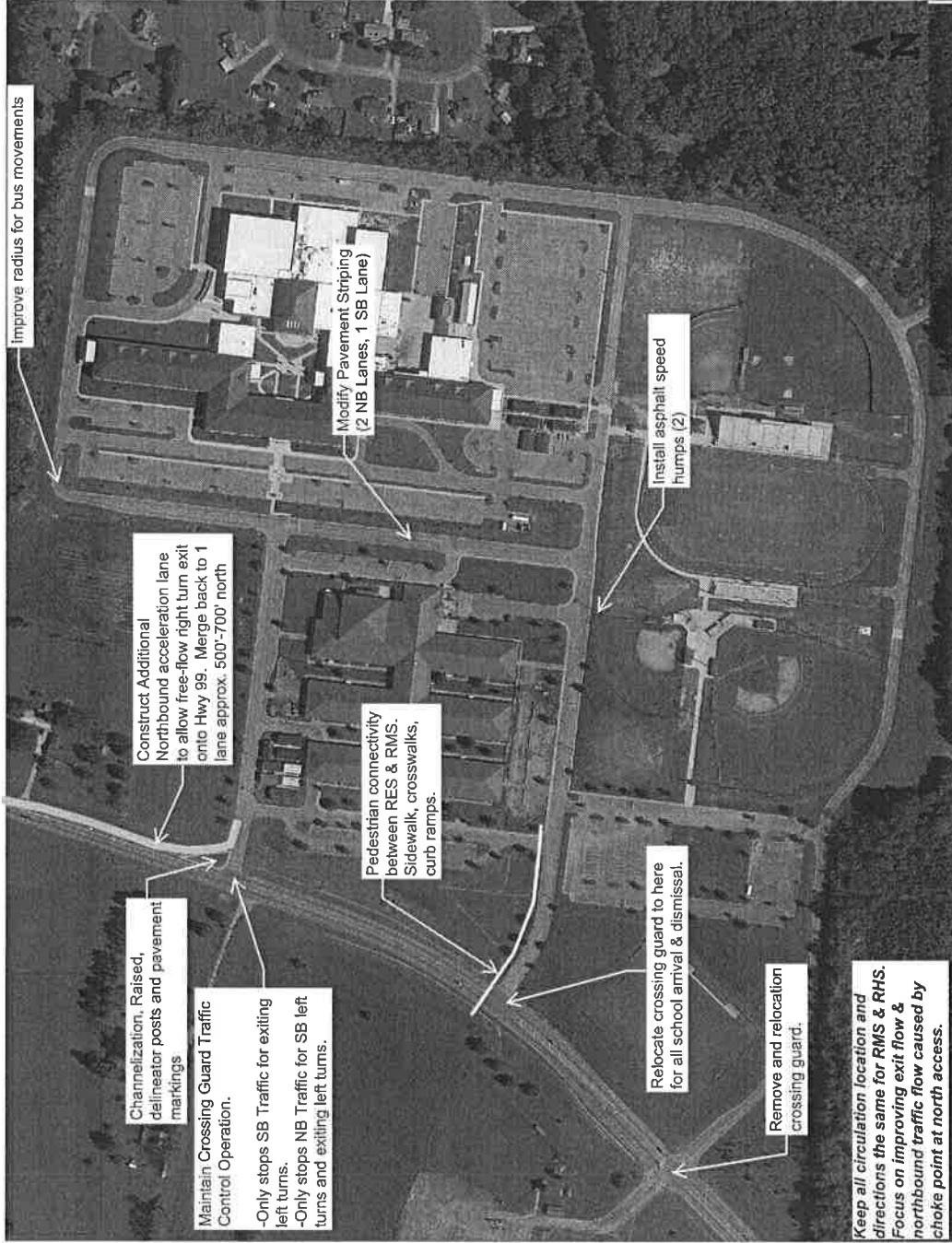
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# ROCKVALE ELEMENTARY SCHOOL

## TRAFFIC IMPROVEMENT RECOMMENDATIONS



# ROCKVALE MIDDLE SCHOOL & HIGH SCHOOL

## TRAFFIC IMPROVEMENT RECOMMENDATIONS