

**Maryville City Schools
833 Lawrence Avenue
Maryville, TN 37803**

**BOARD OF EDUCATION
REGULAR MEETING**

**5:00 PM, September 19, 2016
MARYVILLE HIGH SCHOOL**

- I. CALL TO ORDER
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE**

CHAIRMAN JENKINS

II. ADOPT AGENDA

III. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS

IV. CONSENT AGENDA ITEMS

1. Approve Minutes of August 8, 2016, meeting (Attachment)
2. Review of Board Policy Manual Section 10.5 Student Welfare – Second Reading
3. Ratify Executive Committee approval for annual renewal of Blackboard Web Community Manager – Funding Source: Instructional Supplies and Materials \$13,255.60 (Attachment A1)
4. Ratify Executive Committee approval of Green Meadow Year Round Swimming Facility Participation Agreement (Attachment A2)
5. Ratify Executive Committee approval to purchase Avigilon security cameras for three elementary schools from System Integrations – Funding Source: Safe Schools Grant/Instructional Equipment \$25,663.54 (Attachment A3)
6. Approve Maryville High School Orchestra overnight trip to Austin Peay Orchestra Festival (Attachment A4)
7. Approve Coulter Grove Intermediate School Student Leadership overnight trip to Washington, DC (Attachment A5)

V. AGENDA ITEMS

1. Review Board Policy Manual Section 5.7 – Non-Educational Use of School Facilities – First Reading (Attachment B1)
2. Review Board Policy Manual Section 5.8 – Use of School Facilities for Student Instruction by Maryville City Schools Personnel – First Reading (Attachment B2)
3. Review Board Policy Manual Section 5.8 Procedures and Guidelines – Use of School Facilities for Student Instruction by MCS Personnel (Attachment B3)
4. Review Board Policy Manual Section 8.30 – Tutoring for Pay – First Reading (Attachment B4)
5. Review Board Policy Manual Section 1 – School District Organization; Section 3 – General School Administration; Section 4 – Fiscal Management – No Recommended Changes

MCS BOARD OF EDUCATION
Regular Meeting, page 2

- 6. Approve low bid for culinary arts equipment – Funding Sources: Perkins Reserve Grant \$50,000; Perkins Funds \$45,000; Equipment \$103,421.94 (Attachment B5)**

VI. UPDATE FROM MARYVILLE HIGH SCHOOL – Greg Roach, Principal

VII. REPORTS FROM DIRECTOR OF SCHOOLS

VIII. RECOGNITION OF STAFF AND STUDENTS

IX. COMMENTS FROM BOARD MEMBERS

X. ADJOURN

Upcoming meeting dates:

October 18, 2016 – 4:30 pm, Maryville Junior High School

November 14, 2016 – 5:00 pm, John Sevier Elementary

Al,



MARYVILLE CITY SCHOOLS

Mike Winstead
Director of Schools

833 Lawrence Avenue
Maryville, Tennessee 37803

August 9, 2016
Maryville City School Board
Executive Committee Meeting

Approve annual renewal of Blackboard Web Community Manager– Funding Source:
Instructional Supplies and Materials \$13,255.60

APPROVED:

Director of Schools *Mike Winstead* Date 08/09/2016

Chairman, Board of Education *Doug Jenkins* Date 08/09/2016

Maryville Board of Education

Doug Jenkins

Candy Morgan

Bob Proffitt

Bethany Pope

Christi Sayles

A12

Blackboard

8335 Keystone Crossing
Suite 200
Indianapolis, IN 46240
Blackboard.com

Maryville City School District
Sharon Anglim
833 LAWRENCE AVE
MARYVILLE, TN 37803-4857
USA

7/25/2016
Customer No. 328761
Documents No. 16328761

Re: Invoice Confirmation for Maryville City School District

Dear Customer:

As part of an effort to improve our invoicing and billing practices, we are taking steps now to ensure that the information we have regarding your district's contact information and Blackboard (formerly Schoolwires) services is correct. Our records indicate the following:

Billing Address:
Maryville City School District
Sharon Anglim
sharon.anglim@maryville-schools.org
833 LAWRENCE AVE
MARYVILLE, TN 37803-4857

Primary Contact:
Maryville City School District
Sharon Anglim
sharon.anglim@maryville-schools.org
833 LAWRENCE AVE
MARYVILLE, TN 37803-4857

Services under contract:

Qty	Unit	Product/Service	Current Term Start	Current Term End	Annual Price
1	Sites	Premium Video App	7/1/2016	6/30/2017	228.15
8	Sites	Blackboard Web Community Manager Essential (FKA 'Centricity2 Essential')	7/1/2016	6/30/2017	12,997.45
2016 Total					\$13,225.60

You will be invoiced for 2016 services for the total above upon receipt of this form unless other arrangements are made.

What help do we need from you?

- Please confirm the information above by initialing below that the billing and primary contact information above is correct. If not correct, please provide corrections on this form.

Billing Information Confirmation: _____ Primary Contact Confirmation: _____
(Initials) (Initials)

- Please also provide your purchase order number and a copy of your purchase order, if your organization requires a purchase order.

Purchase Order Number: _____ A PO is not required by my organization: _____
(Initials)

- Please return this invoice confirmation form and accompanying purchase order, if necessary, via any one of the following methods by **August 24, 2016**:
 - Email: operations@blackboard.com,
 - Fax: 312-236-7251 (fax)
 - Mail: Blackboard Inc., 8335 Keystone Crossing, Suite 200, Indianapolis, IN 46240.

If you have any questions or concerns regarding this information or your service, please don't hesitate to reach out to me at Zachary.Hotz@blackboard.com, 615-777-6542.

Sincerely,

Zachary Hotz

**MARYVILLE CITY SCHOOLS**

Mike Winstead
Director of Schools

833 Lawrence Avenue
Maryville, Tennessee 37803

August 9, 2016
Maryville City School Board
Executive Committee Meeting

Approve Green Meadow Year Round Swimming Facility Participation Agreement

APPROVED:

Director of Schools *Mike Winstead* Date 08/09/2016

Chairman, Board of Education *Doug Jenkins* Date 08/09/2016

Maryville Board of Education

Doug Jenkins

Candy Morgan

Bob Proffitt

Bethany Pope

Christi Sayles

THIS INSTRUMENT PREPARED BY:

Chris Ralls, Attorney
2018 Chilhowee Medical Park
Maryville, Tennessee 37804

GREEN MEADOW YEAR ROUND SWIMMING FACILITY
PARTICIPATION AGREEMENT

THIS AGREEMENT made and entered into on this the _____ day of August, 2016, by and between PRIME AQUATICS, INC., a Tennessee Nonprofit Corporation, hereinafter referred to as Prime, and the MARYVILLE BOARD OF EDUCATION, the School Board for the Maryville City School System located in Maryville, Tennessee, hereinafter referred to as Maryville Schools, for the use of the swimming pool and related facility at Green Meadow Country Club in Alcoa, Tennessee, with whom Prime has an existing agreement for the upgrade and construction of a year round swimming facility for the use of swimming organizations in the Blount County area.

This agreement memorializes the Maryville Schools' financial obligation to Prime for its use of the Green Meadow facility and sets forth the scope of Maryville Schools' usage of the facility.

WITNESSETH:

Recognizing that there are term limited restrictions on Maryville Schools' ability to enter into agreements by law, and further that this agreement contemplates a seven year term, with such understanding the parties agree as follows:

I.

That Maryville Schools' financial obligations are based on the following schedule, payments are to be made to Prime annually on or before the 31st day of August of each year commencing the year 2016:

Year 1	\$25,000.00 Plus Operational Costs
Year 2	\$22,000.00 Plus Operational Costs
Year 3	\$19,000.00 Plus Operational Costs
Year 4	\$15,500.00 Plus Operational Costs
Year 5	\$10,500.00 Plus Operational Costs
Year 6	\$5,500.00 Plus Operational Costs
Year 7	\$5,500.00 Plus Operational Costs

Operational costs will include lane rental fees and pool rental fees for swim meets. These rates

will be determined annually and will be set forth in "Fee Schedule" to be delivered to Maryville Schools on or before August 15 of each year. A sample Fee Schedule is attached hereto as Exhibit A. Maryville Schools shall at all times have the right to review all documentation underlying the setting of the fees set forth in the Fee Schedule.

II. USE OF FACILITIES

a. Maryville Schools will be entitled, so long as this agreement is in good standing, to a period of at least six hours per week with eight swimming lanes in use per session. Maryville Schools will have exclusive use of the swimming facilities during its swim time.

b. Additionally Maryville Schools shall be allowed to hold at least three swim meets per season for the duration of this agreement. Maryville Schools will have exclusive use of the swimming facilities during its designated swim meets.

c. Maryville Schools, in cooperation with Prime and other participating parties, will schedule mutually agreeable times for each participant. In no event shall Maryville Schools conduct any activities unrelated to its swim teams' practice and competition at the facilities at Green Meadow absent separate agreement. Nothing shall be construed to prevent Maryville Schools and Prime from entering into agreement for other activities not contemplated by this agreement.

d. Except as stated above, Maryville Schools acknowledges that it does not have exclusive use of the facilities and agrees that its swim team participants shall have access to the facilities not earlier or later than the agreed upon dates and times. The dates for use will be contingent on Green Meadow Country Club turning over the facilities to Prime each calendar year no later than the Friday after Labor Day of each year of this agreement. The parties further agree that Prime must surrender the swimming facilities to Green Meadow Country Club for its summer use in a timely fashion so as to allow the removal of equipment and fixtures utilized by Prime in its agreement with Green Meadow.

e. Prime assumes responsibility for setting a schedule for Maryville Schools consistent with the goals of this agreement. Maryville Schools understands that the terms of this agreement are subject to the contract between Prime and Green Meadow Country Club.

III. INDEMNIFICATION; INSURANCE

To the extent permitted by law, Maryville Schools hereby releases, relieves, indemnifies, saves, and holds harmless Prime and the Green Meadow Country Club, their managers, board of directors, employees, and agents from any and all liability, causes of action, or claims for damage to property, or injury to persons, or any other similar type claim arising out of, or in any way connected, with the use contemplated with this agreement. Maryville Schools shall sign such releases as are required by Prime to fulfill this paragraph. It is understood that Prime shall remain responsible for negligence or intentional misconduct on its part for which it agrees to maintain liability insurance Prime shall provide a certificate of insurance to Maryville Schools specifying the dates of coverage, the carrier, and policy agent no later than thirty days prior to the first use of the swimming facilities by Maryville Schools.

The parties agree to cooperate fully with each other and with any insurance carriers representing the parties to investigate any potential liability occurring on the premises, and shall work diligently with its employees and participants to insure their cooperation in any such investigation.

IV.

Maryville Schools shall be insured for general liability insurance in amounts set forth on attached Exhibit B naming Prime and Green Meadow Country Club as additional insureds, and shall provide a certificate of insurance to Prime specifying the dates of coverage, the carrier, and policy agent no later than thirty days prior to the first use of the swimming facilities by Maryville Schools.

V. MISCELLANEOUS

a. Parking – There shall be no charge to park at Green Meadow Country Club, but participants agree to park at designated areas provided by Green Meadow Country Club. All participants must take steps to insure that their vehicles do not block the roadway or park in any fire lanes at any time. Any vehicles violating this policy will be subject to being towed at owner's expense.

b. Safety and Damage Concerns – Prime shall not be responsible for the personal possessions of and clothing of participants for any loss or damage including, but not limited to,

fire, water damage, or theft. Maryville Schools shall use its best efforts to prevent its participants from behaving in unsafe, careless, or negligent manners while on the properties of Green Meadow Country Club or while entering or leaving said property. All participants shall be required to abide by the rules and regulations of Green Meadow Country Club and Prime.

c. Acts of Nature – In the event of inclement weather or any other emergency situation, Maryville Schools shall abide by any and all directives of Prime and/or Green Meadow Country Club. In no event shall Prime or Green Meadow Country Club be responsible for the safety of Maryville Schools' staff, participants, or employees should Maryville Schools or its participants fail to abide by any instructions or directives of Prime or Green Meadow Country Club.

d. Non Fault Cancellation-In the event of cancellation for any reason not the fault of Maryville Schools, any missed events will be rescheduled at the earliest possible time in conjunction with the schedule of Prime and the other participants.

e. Curtailment – In the event Prime's improvements to the swimming pools at Green Meadow Country Club or the pool or facility itself are destroyed or substantially damaged so as to be unsafe or unusable for the purposes of this agreement, Maryville Schools hereby agrees to pay the fees set forth above only for their services, activities, and events which shall have occurred prior to these events. Maryville Schools hereby waives any claims for damages or compensation resulting from these events and further agrees that reimbursement of unearned compensation by Prime is its sole remedy under these circumstances.

VI. LEGAL RELATIONSHIP OF THE PARTIES

a. Not a Partnership – Nothing contained in this agreement shall be deemed or construed as creating the relationship of principal and agent or a partnership or joint venture between the parties hereto.

b. Binding Effect -This agreement is binding upon and shall inure to the benefit of each of the parties hereto and their respective successors and assigns. However, the parties specifically agree that this agreement shall not be assignable without the prior written consent of both parties and if necessary Green Meadow Country Club.

c. Governing Law Jurisdiction – This agreement shall be construed and governed

under the laws of the State of Tennessee. The parties agree that the exclusive jurisdiction for any claim, action, or cause of action between them arising from or in connection with this agreement shall be the Circuit Court for Blount County, Tennessee.

d. Amendment – The parties may amend this agreement, but only in writing, and shall be executed by representatives of each party and if deemed necessary by a representative of Green Meadow Country Club.

e. Contingency – This agreement is contingent upon the final project approval by Prime and Green Meadow Country Club, and is further contingent on the project to improve the facilities to allow for this and other like uses by Maryville Schools and other participants for year round swimming being completed so that the facilities can be reasonably used for their intended purpose. This agreement is further subject to Prime obtaining similar agreements with Blount County Schools and the Blount Home Education Association for the use of the facilities.

Further, Maryville Schools' requirement to pay under this agreement is subject to budgetary approval by the City of Maryville each year of this agreement.

f. Covenant to Maintain – Prime shall maintain the facilities in a safe condition and shall operate the facilities in accordance with all laws and regulations, including those Health Department regulations involving the proper maintenance and operation of swimming pools. Prime further agrees to ensure that the air temperature in the pool enclosure and the temperature of the pool water shall be sufficiently warm so that children can reasonably and safely be asked to swim in the facility. Any failure by Prime to comply with this section may result in the contract being cancelled by Maryville Schools and terminated without further obligation, so long as Maryville Schools has given written notice of the problem(s) and at least thirty (30) days opportunity to cure the problem(s)

IN WITNESS WHEREOF, the parties have executed this agreement on this the _____ day of August, 2016.

PRIME AQUATICS, INC.

BY: _____
JOHN TATE, President

A27

MARYVILLE BOARD OF EDUCATION

BY: _____
MIKE WINSTEAD, Director of Schools

A2₈

FEE SCHEDULE FOR GREEN MEADOW POOL FACILITY

September 6, 2016 – May 25, 2017

Lane rental fee: \$12 per lane per hour of usage

Swim meet facility charge: \$150 per meet (maximum of 2 teams)



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CERTIFICATE OF INSURANCE

PRODUCER DIRECT 5100 MARYLAND WAY BRENTWOOD TN 37027		DATE: 8/5/2016			
INSURED MARYVILLE CITY SCHOOLS 833 LAWRENCE AVENUE MARYVILLE TN 37803		COMPANIES AFFORDING COVERAGE			
		COMPANY LETTER A TML RISK MANAGEMENT POOL			
		COMPANY LETTER B			
		COMPANY LETTER C			
COVERAGES					
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.					
CO	TYPE OF INSURANCE	Add'l Insd	POLICY #	POLICY PERIOD	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> Commercial General Liability <input checked="" type="checkbox"/> Claims Made <input checked="" type="checkbox"/> Personal Injury Liability <input checked="" type="checkbox"/> Claims Made <input type="checkbox"/> Law Enforcement Liability <input type="checkbox"/> Claims Made		TML-0619-16	12/31/2015 - 12/31/2016	TORT PER PERSON/BODILY INJURY/PERSONAL INJURY \$300,000 PER OCCUR/BODILY INJURY/PERSONAL INJURY \$700,000 PER OCCURRENCE/PROPERTY DAMAGE \$100,000 NON TORT PER OCCURRENCE/EACH OTHER LOSS \$1,000,000
A	ERRORS or OMISSIONS LIAB <input checked="" type="checkbox"/> Claims Made		TML-0619-16	12/31/2015 - 12/31/2016	PER OCCURRENCE \$1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> Owned Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-owned Autos <input type="checkbox"/> Physical Damage				TORT PER PERSON/BODILY INJURY PER OCCURRENCE/BODILY INJURY PER OCCURRENCE/PROPERTY DAMAGE NON TORT PER OCCURRENCE/EACH OTHER LOSS
	WORKERS COMPENSATION EMPLOYERS LIABILITY				WC STATUTORY COVERAGE EMPLOYERS LIAB-EACH ACCIDENT EMPLOYERS LIAB-DISEASE-POLICY LIMIT EMPLOYERS LIAB-DISEASE-EACH PERSON BUILDINGS/PERS PROPERTY EDP EQUIPMENT MOBILE EQUIPMENT EQUIPMENT BREAKDOWN AUTOMATIC COVERAGES
	PROPERTY & CRIME PROPERTY-PART I Causes of Loss <input type="checkbox"/> Special <input type="checkbox"/> Flood <input type="checkbox"/> Earthquake				EMPLOYEE DISHONESTY FORGERY OR ALTERATION THEFT, DISAPPEARANCE OR DESTRUCTION COMPUTER FRAUD
	CRIME-PART II <input type="checkbox"/> Blanket Crime				
LOCATION OF PREMISES/DESCRIPTION OF PROPERTY, OPERATIONS, VEHICLES OR SPECIAL ITEMS.					
<div style="border: 2px solid black; padding: 5px; width: 150px; float: left; margin-bottom: 10px;"> EXHIBIT <div style="border: 1px solid black; padding: 2px; width: 80px; text-align: center; margin: 5px auto;"> B </div> </div>					
CERTIFICATE HOLDER			CANCELLATION		
MARYVILLE CITY SCHOOLS			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.		
			AUTHORIZED REPRESENTATIVE <div style="text-align: center; font-family: cursive; font-size: 1.2em;"> Jonathan P. Colvin </div>		

THE
POOL

TML Risk Management Pool - 5100 Maryland Way Brentwood TN 37027 - 615-371-0049

Ed. 7/1/2013

A31



MARYVILLE CITY SCHOOLS

Mike Winstead
Director of Schools

833 Lawrence Avenue
Maryville, Tennessee 37803

August 15, 2016
Maryville City School Board
Executive Committee Meeting

Approve purchase of Avigilon security cameras for three elementary schools from
System Integrations – Funding Source: Safe Schools Grant/Instructional Equipment
\$25,663.54

APPROVED:

Director of Schools *Mike Winstead* Date 08/15/2016

Chairman, Board of Education *Doug Jenkins* Date 08/15/2016

Maryville Board of Education

Doug Jenkins

Candy Morgan

Bob Proflitt

Bethany Pope

Christi Sayles

A32

System Integrations

Phone: (615) 449-2944
 Fax: (615) 443-4454
 233 Legends Dr, Suite 100
 Lebanon, TN 37087

Quote

No.: **5824**
 Date: **8/10/2016**

Prepared for:

Maryville City Schools
 833 Lawrence Avenue
 Maryville, TN 37803 USA

Prepared by: Trey Dickson
 Account No.: 4684
 Phone: (865) 982-7121

Quantity	Part Number	Description	UOM	List	Sell	Total
Elementary School 1 quote						
1	VMA-AS1-16P09	HD Video Appliance Pro 16-port 9TB unit with ACC Standard 16-ch license	EA	\$8,234.00	\$6,751.88	\$6,751.88
4	ENC-4P-H264	4-Port H.264 Analog Video Encoder with 4 audio support	EA	\$345.00	\$282.90	\$1,131.60
2	ENC-BRK1U	Mounting bracket for 3 Avigilon Analog Video Encoders in 1U of standard rack space	EA	\$55.00	\$45.10	\$90.20

Your Price: **\$7,973.68**

Total: **\$7,973.68**

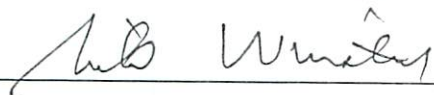
Prices are firm until 9/9/2016

Terms: Net 10

Prepared by: Trey Dickson, tdickson@system-integrations.com

Date: 8/10/2016

Accepted by:



Date: 8/17/16

Disclaimer

Quotes are valid for 30 days.

System Integrations

Phone: (615) 449-2944
Fax: (615) 443-4454
233 Legends Dr, Suite 100
Lebanon, TN 37087

A3

Quote

No.: **5825**
Date: **8/10/2016**

Prepared for:

Maryville City Schools
833 Lawrence Avenue
Maryville, TN 37803 USA

Prepared by: Trey Dickson

Account No.: 4684

Phone: (865) 982-7121

Quantity	Part Number	Description	UOM	List	Sell	Total
Elementary School 2 quote						
1	VMA-AS1-16P09	HD Video Appliance Pro 16-port 9TB unit with ACC Standard 16-ch license	EA	\$8,234.00	\$6,751.88	\$6,751.88
9	ENC-4P-H264	4-Port H.264 Analog Video Encoder with 4 audio support	EA	\$345.00	\$282.90	\$2,546.10
3	ENC-BRK1U	Mounting bracket for 3 Avigilon Analog Video Encoders in 1U of standard rack space	EA	\$55.00	\$45.10	\$135.30

Your Price: \$9,433.28

Total: \$9,433.28

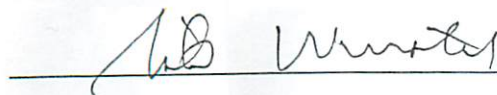
Prices are firm until 9/9/2016

Terms: Net 10

Prepared by: Trey Dickson, tdickson@system-integrations.com

Date: 8/10/2016

Accepted by:



Date: 8/17/16

Disclaimer

Quotes are valid for 30 days.

A34

System Integrations

Phone: (615) 449-2944
 Fax: (615) 443-4454
 233 Legends Dr, Suite 100
 Lebanon, TN 37087

Quote

No.: **5826**
 Date: 8/10/2016

Prepared for:

Maryville City Schools
 833 Lawrence Avenue
 Maryville, TN 37803 USA

Prepared by: Trey Dickson

Account No.: 4684

Phone: (865) 982-7121

Quantity	Part Number	Description	UOM	List	Sell	Total
Elementary School 3 quote						
1	VMA-AS1-16P09	HD Video Appliance Pro 16-port 9TB unit with ACC Standard 16-ch license	EA	\$8,234.00	\$6,751.88	\$6,751.88
5	ENC-4P-H264	4-Port H.264 Analog Video Encoder with 4 audio support	EA	\$345.00	\$282.90	\$1,414.50
2	ENC-BRK1U	Mounting bracket for 3 Avigilon Analog Video Encoders in 1U of standard rack space	EA	\$55.00	\$45.10	\$90.20

Your Price: \$8,256.58Total: \$8,256.58

Prices are firm until 9/9/2016

Terms: Net 10

Prepared by: Trey Dickson, tdickson@system-integrations.com

Date: 8/10/2016

Accepted by: Date: 8/17/16**Disclaimer**

Quotes are valid for 30 days.

A41

Request to Release Students for a School-Related Event

Teacher: Mathew Williamson Course/Team/Organization Orchestra

Event: Austin Peay Orchestra Festival

Dates of Trip: (Include departure/return time)
Departure Date September 29 Departure Time 8:00 AM
Return Date October 1 Return Time 8:00 PM

Check all that apply:
In-County ☐ Out-of-County ☒ Overnight* ☒ Out-of-State* ☐
*(Requires Board Approval)

Transportation: Walk ☐ Parents Provide ☒ Bus ☐ Number of buses ☐

Cost to Each Student \$75.00 Means of Funding Trip ☐

Educational Purpose: Austin Peay Orchestra Festival / See Attached Information Form

Teacher Signature: Mathew Williamson Date 8/29/16

Request Approved: ☒ Request Not Approved ☐

Principal's Signature: [Signature] Date 8/30/16

Superintendent Signature: [Signature] Date 8-30-16

*School Board Approved: ☐ Date ☐

IMPORTANT REQUIREMENT

Please give classroom teachers a minimum of two weeks' notice of the event.

To help administration, teachers, and the Attendance Office, please return list of students alphabetically and indicate their grade level.

Please return to Macheala Humphrey

Austin Peay State University and the
Center of Excellence for the Creative Arts
are proud to host

APSU Honor Orchestra Festival

apsu.edu/honororch

Sept. 29-Oct. 1, 2016

A4₂



Philharmonia conductor
REBECCA MACLEOD
UNC Greensboro
Greensboro, N.C.



Featured concert, Sept. 30, 2016
ATTACCA QUARTET
New York, N.Y.
attaccaquartet.com



Sinfonia conductor
ALLYSON FINCK
Maryville City Schools
Maryville, Tenn.

INFORMATION:

The Honor Orchestra Festival is designed for high school student string players in grades 9-12, upon recommendation of the orchestra director or private teacher. Accepted students will receive email confirmation of acceptance and music to practice before the festival. The festival fee is \$30, due at registration on Sept. 29.

SCHEDULE:

Thursday, Sept. 29, 2016

4-6 p.m. Registration and seating auditions
7:30 p.m. Orchestra rehearsal and chaperone meeting

Friday, Sept. 30, 2016

9 a.m. Rehearsals begin
Sectionals, rehearsals and clinics
7:30 p.m. Attacca Quartet Concert

Saturday, Oct. 1, 2016

9 a.m. Rehearsals begin
2 p.m. Honor Orchestra Festival Concert

APPLICATION:

- To apply, students must submit a completed application, and teachers must complete the teacher recommendation.
- To apply online or by email, visit apsu.edu/honororch/app.
- Teacher recommendations may be completed via mail, email or online at the same site.

Priority application deadline: Friday, Sept. 9, 2016.

Final application deadline: Friday, Sept. 16, 2016.

For more information, including lodging, travel, meals, updated schedules and clinics, visit apsu.edu/honororch.

AP Austin Peay
Center of Excellence
for the Creative Arts

Austin Peay State University does not discriminate on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs and activities sponsored by APSU.
<http://www.apsu.edu/files/policy/5002.pdf> AP307-16/1M

A5

FIELD STUDY PERMISSION REQUEST

*THIS FORM MUST BE SUBMITTED 2 WEEKS PRIOR TO THE DATE OF THE TRIP.

(Student Leadership Trip)

School: Coulter Grove Intermediate School Grade: 6-7th Today's Date: Aug. 23, 2016

Teachers: Barbara Taylor, Carol Berstelmann, John Riddle, Jason Mysinger, Nurse, SRO
Deana Bishop, Tom Delozier

Trip Coordinator: Barbara Taylor Destination: Washington DC

Date of Trip: May 8-11, 2017 Time Leaving: 6:00 am Time Returning: 8:00 pm # of Participants: 48 students
8 Adults

Transportation Method: Walking ☐ Cars ☐ Bus ☒ # of Buses 1 Bus Owner: Premier

Justification for Trip: Student Leadership team to study & visit sites and events to reinforce the importance of quality leadership and communication in our nation's capital.

Principal's Approval: Demona Best Director of School's Approval: Lib Winters

(REV. 5/08)

*Bids have been submitted

Maryville City Schools Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Non-Educational Community Use of School Facilities	Descriptor Code: 5.7 Rescinds:	Review Date: 09/19/16 Last Revision:
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5.7

For reasons of maintenance, security, liability, insurance and the fact that the Board of Education does not want its employees diverting their time and energy to landlord/tenant concerns, it is the policy of the Maryville City Schools to disfavor the use of school facilities by outside groups for non-educational purposes. However, ~~religious, charitable and other community groups may be granted permission to use school facilities on an event by event basis. Such requests will be reviewed by the Principal and Director of Schools to ensure that the group proposing the event/activity has provided for security, maintenance, liability and insurance and that the proposed event does not conflict with the academic or civic mission of the schools.~~ ***the Board of Education shall permit the use of school buildings and/or property for school, public, community or recreational purposes under the following rules and regulations:***

- 1. The activity shall not interfere with any school day functions.***
- 2. The activity conducted in the school building or on the grounds shall not cause harm or undue wear to the property.***
- 3. Scheduling priority shall be given to school programs. Second consideration shall be given to student-related activities and groups directly affiliated with the school. All other group use shall be reserved on a "first-come" basis.***
- 4. Requests for the use of school facilities shall be made at the office of the principal prior to the date of use.***
- 5. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted use of school facilities without charge.***
- 6. All organizations (profit, non-profit, or governmental) that are not a part of the Maryville City Schools system shall be responsible for ancillary costs incurred by the school system as a result of this use, e.g. costs for custodial and supervision.***
- 7. Fees for use of Maryville City Schools shall be collected in advance of use. If an overpayment has occurred, a refund will be issued; if any underpayment has occurred, an additional bill will be sent for immediate payment.***
- 8. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified, unless requested changes are approved by the principal.***
- 9. All utilization of facilities must be under adult supervision and approved by the building principal. If deemed necessary, a school employee may be assigned to be present for the duration of the activity. The group using the facilities will be responsible for any damage to the building or equipment.***

Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Annually, in October	Non-Educational Community Use of School Facilities	5.7	09/19/16
		Rescinds:	Last Revision:

10. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
11. The use of alcoholic beverages, drugs, tobacco products, profane language, or gambling in any form is not permitted in school buildings.
12. When school kitchens are used, at least one member of the cafeteria staff must be present to supervise the use of the equipment.
13. Any group requesting use of school facilities may be required to show proof of insurance coverage for the activity or event for which use is requested.
14. Facilities will not be made available to individuals or groups for individual or family affairs such as parties, family reunions, etc.
15. The Director shall develop procedures and forms to effectively implement this policy.

Maryville City Schools Board of Education

Monitoring:

Descriptor Term:

Descriptor Code:

Review Date:

Review: Annually,
in October

**Use of School Facilities for Student
Instruction by Maryville City Schools
Personnel**

5.8

09/19/16

Rescinds:

Last Revision:

5.8

~~School personnel may be granted permission by the principal to use school facilities under terms and conditions of the application document found in the Maryville City Schools Board of Education Procedures and Guidelines.~~

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Maryville City Schools Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Procedures & Guidelines Use of School Facilities for Student Instruction by MCS Personnel	Descriptor Code: 5.8 Rescinds:	Review Date: 09/19/19 Last Revision:
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Maryville City Schools
833 Lawrence Avenue
Maryville, TN 37803

~~APPLICATION FOR USE OF SCHOOL FACILITIES FOR STUDENT~~ ~~INSTRUCTION BY MARYVILLE CITY SCHOOLS PERSONNEL~~

I, _____, request the use of the below listed facilities of the Maryville
(Name of Instructor)

City Schools on the date(s), time(s), and for the purpose(s) noted:

Facilities	Date(s)/Time(s)	Purpose(s)
1. _____		

Special equipment to be furnished by the School System: _____

(Stage lighting, PA system, piano, kitchen equipment, etc.)

Number of persons expected: _____

In requesting the use of the facilities and equipment listed above, it is agreed that:

1. The facilities and equipment will be protected from damage and reimbursement will be made for any damages beyond fair wear and tear.
2. The rules of the Board of Education, Director of Schools and principal in regard to use of the facilities and equipment will be observed. These rules include no smoking or use of alcoholic beverages on the premises; no mechanical additions or changes to the facilities without permission of the school's principal or Director of Schools.
3. The instructor will reimburse the school system for any charges which may be incurred for false intrusion alarms caused by any person connected with the use of the rented space.
4. The school's principal will be notified of heating, air conditioning, and ventilation needs and all equipment needs in advance of the use of the facility.
5. Use of facilities for student instruction will be limited to students presently enrolled in the Maryville City Schools.
6. After school use of facilities will require a rental charge to cover the cost of utilities. Fees are payable to and are set by Facilities Director of Maryville City Schools.
7. A log must be kept of time, dates of use, and submitted to Facilities Director with payment for usage.

I, _____, agree to the requirements set out herein.
(Instructor) (Date)

The rental will not conflict with the school's educational programs or facility use.

(Principal) (Date)

Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Biennially in March	Tutoring for Pay	8.30	09/19/16
		Rescinds:	Last Revision:

Any employee may enter into an agreement with parents for private academic tutoring, athletic training, or artistic lessons of children for a fee, but this practice must be limited to children other than those for whom the employee is currently exercising teaching, administrative, or supervisory responsibility.¹ This rule does not apply if the requested service falls outside of the scope of the regular job duties of the employee, such as ACT prep work courses, piano lessons, and tutoring within a content area outside of the teaching responsibility. In addition, it does not apply to school authorized and approved clinics, camps, etc.

It is the preference of the Board of Education that school facilities not be used for private profit. However, facility use may be granted for activities that advance the academic, artistic or athletic endeavors of the district.²

No private teaching or tutoring shall be done by an employee in any Maryville City School during the hours of the regular school day.

Any employee of Maryville City Schools seeking to offer private tutoring in a school after the regular school day must submit a request to the Director of Schools through the principal of the school. If the principal approves the application, it shall be forwarded to the Director of Schools for final disposition by the Director or the Director's designated representative.

Legal Reference:

- 1. Code of Ethics of the Education Profession.*
- 2. TCA 49-2-203(b)(10).*

B5,

MOBILE

08/24/2016

Quote 17595

From:

Mobile Fixture & Equip. Co, Inc

Nathan Duff

11220 Threadstone Ln

Knoxville, TN 37932

(865)693-3677 (Contact)

(865)693-3157 (Fax)

nathan.duff@mobilefixture.com

Project: Maryville High School

Item	Qty	Description	Sell	Sell Total
1	1ea	WORK COUNTER	\$4,272.28	\$4,272.28
2	2ea	SHELVING, WALL-MOUNTED	\$161.68	\$323.36
3	4ea	WIRE SHELVING	\$55.13	\$220.52
4	1ea	SOILED DISHTABLE	\$1,765.64	\$1,765.64
5	1ea	DISHWASHER, DOOR TYPE	\$9,297.02	\$9,297.02
6		SPARE NO.	spare	0
7	1ea	CLEAN DISHTABLE	\$672.00	\$672.00
8	8ea	WIRE SHELVING	\$129.72	\$1,037.72
9	1ea	THREE (3) COMPARTMENT SINK	\$1,811.12	\$1,811.12
10	1ea	POT RACK	\$429.69	\$429.69
11	1ea	REACH-IN REFRIGERATOR	\$2,698.28	\$2,698.28
12		SPARE NO.	spare	0
13	2ea	SHELVING, WALL-MOUNTED	\$135.53	\$271.06
14	3ea	HAND SINK	\$563.49	\$1,690.47
15	3ea	SHELVING, WALL-MOUNTED	\$103.28	\$309.84
16		SPARE NO.	spare	0
17		SPARE NO.	spare	0
18	1ea	PANINI GRILL	\$1,069.05	\$1,069.05

19	1ea FOOD PAN WARMER/RETHERMALIZER, COUNTERTOP	\$236.90	\$236.90
20	1ea DROP-IN SINK	\$303.32	\$303.32
21	1ea RANGE	\$2,003.63	\$2,003.63
22	SPARE NO.	spare	0
23	1ea OVEN	\$7,070.10	\$7,070.10
24	SPARE NO.	spare	0
25	2ea WORK TABLE	\$1,328.29	\$2,656.58
26	2ea COMMERCIAL WASTE CONTAINER	\$120.54	\$241.08
27	SPARE NO.	spare	0
28	SPARE NO.	spare	0
29	1ea MICROWAVE OVEN, SHELF	\$230.10	\$230.10
30	SPARE NO.	spare	0
31	SPARE NO.	spare	0
32	1ea WORK TABLE	\$1,075.92	\$1,075.92
33	2ea SHELIVING, WALL-MOUNTED	\$135.53	\$271.06
34	1ea WORK TABLE	\$682.02	\$682.02
35	SPARE NO.	spare	0
36	2ea MOP BROOM HOLDER	\$77.00	\$154.00
37	1ea WASHER DRYER	\$1,129.99	\$1,129.99
38	4ea WIRE SHELIVING	\$49.65	\$198.60
39	4ea WIRE SHELIVING	\$56.52	\$226.08
40	SPARE NO.	spare	0
41	4ea WIRE SHELIVING	\$46.57	\$186.28
42	4ea WIRE SHELIVING	\$64.20	\$256.80
43	8ea WIRE SHELIVING	\$64.72	\$517.76
44	4ea WIRE SHELIVING	\$56.98	\$227.92
45	8ea WIRE SHELIVING	\$56.98	\$455.84
46	8ea WIRE SHELIVING	\$64.72	\$517.76
47	8ea WIRE SHELIVING	\$64.20	\$513.60
48	16 ea WIRE SHELIVING	\$56.98	\$911.68
49	8ea WIRE SHELIVING	\$64.20	\$513.60
50	8ea WIRE SHELIVING	\$64.72	\$517.76
51	8ea WIRE SHELIVING	\$56.98	\$455.84
52	8ea WIRE SHELIVING	\$64.72	\$517.76
53	8ea WIRE SHELIVING	\$64.20	\$513.60
54	3ea HAND SINK	\$563.49	\$1,690.47
55	1ea ICECUBER	\$3,537.15	\$3,537.15

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56	lea FOOD PROCESSOR	\$3,885.69	\$3,885.69
57	lea UTILITY CART	\$554.12	\$554.12
58	lea TWO (2) COMPARTMENT SINK	\$2,182.91	\$2,182.91
59	lea SHELVING, WALL-MOUNTED	\$147.30	\$147.30
60	lea EQUIPMENT STAND	\$542.13	\$542.13
61	SPARE NO.	spare	0
62	4ea WIRE SHELVING	\$161.93	\$647.72
63	lea CLEAN DISHTABLE	\$672.00	\$672.00
64	lea DISHWASHER, DOOR TYPE	\$9,232.93	\$9,232.93
65	lea SOILED DISHTABLE	\$1,726.86	\$1,726.86
66	SPARE NO.	spare	0
67	lea THREE (3) COMPARTMENT SINK	\$1,683.87	\$1,683.87
68	lea POT RACK	\$429.69	\$429.69
69	lea CONVECTION STEAMER	\$8,836.34	\$8,836.34
70	lea COUNTERTOP GRIDDLE	\$3,898.28	\$3,898.28
71	2ea CONVECTION OVEN	\$6,611.35	\$13,222.70
72	lea PROOFER CABINET	\$4,144.21	\$4,144.21
73	SPARE NO.	spare	0
74	4ea WORK TABLE	\$946.38	\$3,785.52
75	4ea HEATED LOW TEMP HOLDING CABINET	\$2,105.87	\$8,423.48
76	4ea HD RANGE, 24", ADD-A-UNIT, 2 HOT TOPS	\$5,056.24	\$20,224.96
77	2ea WORK TABLE	\$485.47	\$970.94
78	2ea COMMERCIAL WASTE CONTAINER	\$81.11	\$162.22
79	lea PLANETARY MIXER	\$8,818.11	\$8,818.11
80	lea MIXER ACCESSORY RACK	\$272.73	\$272.73
81	lea REACH-IN DUAL TEMP CABINET	\$6,003.24	\$6,003.24
82	SPARE NO.	spare	0
83	lea DROP-IN SINK	\$817.55	\$817.55
84	SPARE NO.	spare	0
85	SPARE NO.	spare	0
86	2ea INDUCTION RANGE	\$2,375.01	\$4,750.02
86	lea INDUCTION RANGE	\$2,375.01	\$2,375.01
87	SPARE NO.	spare	0
88	SPARE NO.	spare	0
89	lea AIR CURTAIN	\$577.56	\$577.56
90	lea BEVERAGE COUNTER	\$2,740.26	\$2,740.26
91	lea REFRIGERATED MERCHANDISER	\$1,614.24	\$1,614.24

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92	lea SHELVING, WALL-MOUNTED	\$116.79	\$116.79
93	lea REACH-IN UNDERCOUNTER FREEZER	\$1,963.79	\$1,963.79
94	lea WORK TABLE	\$770.92	\$770.92
95	lea REACH-IN UNDERCOUNTER REFRIGERATOR	\$2,167.57	\$2,167.57
96	lea WORK TABLE	\$770.92	\$770.92
97	lea SHELVING, WALL-MOUNTED	\$116.79	\$116.79
98	lea UTILITY SERVING COUNTER	\$1,693.27	\$1,693.27
99	lea HOT FOOD SERVING COUNTER	\$4,743.61	\$4,743.61
100	lea HOT FOOD SERVING COUNTER	\$4,895.49	\$4,895.49
101	lea CASH REGISTER STAND	\$1,875.18	\$1,875.18
102	lea UTILITY SERVING COUNTER	\$1,693.27	\$1,693.27
103	lea CASH REGISTER STAND	\$1,875.18	\$1,875.18
104	2ea TEA BREWER	\$953.61	\$1,907.22
105	2ea COFFEE BREWER	\$801.86	\$1,603.72
106	lea HEATED CABINET, MOBILE	\$3,577.18	\$3,577.18
107	lea SHELVING, WALL-MOUNTED	\$116.79	\$116.79
108	lea ICE DISPENSER	\$1,510.41	\$1,510.41

Total

\$198,421.94