

Maryville City Schools
833 Lawrence Avenue
Maryville, TN 37803

BOARD OF EDUCATION
REGULAR MEETING

5:15 PM, February 13, 2018
MARYVILLE HIGH SCHOOL

- I. CALL TO ORDER**
MOMENT OF SILENCE
PLEDGE OF ALLEGIANCE
- CHAIRMAN POPE**
- II. ADOPT AGENDA**
- III. COMMENTS FROM THE PUBLIC ON AGENDA ITEMS**
- IV. CONSENT AGENDA ITEMS**
1. Approve Minutes of January 8, 2018, meeting (Attachment)
 2. Approve Jamf/Casper iPad Management annual renewal – Funding Source: Technology \$17,310 (Attachment A1)
 3. Approve Montgomery Ridge Intermediate School overnight Rangers trip to Washington, DC (Attachment A2)
 4. Approve Maryville High School Key Club overnight trip to Lexington, KY (Attachment A3)
 5. Approve Maryville High School Robotics overnight trip to Palmetto Regional FIRST Robotics Competition (Attachment A4)
 6. Approve Maryville High School SCOPE delegates to 2018 SCOPE Conference (Attachment A5)
 7. Approve Maryville High School Art History trip (Attachment A6)
- V. AGENDA ITEMS**
1. Consider FY18 Budget Amendment #1 (Attachment B1)
 2. Consider approving the Director of Schools Evaluation Instrument (Attachment B2)
 3. Consider School Board Policy Manual Section 9.5 Special Programs – First Reading (Attachment B3)
 4. Consider School Board Policy Manual Section 8.16 – Drug-Free Workplace – First Reading (Attachment B4)
 5. Consider purchase from Massey Electric Company cameras, cable and licenses – Funding Source: Safe Schools Grant \$21,800 and Capital Outlay Building Improvements \$9,620 (Attachment B5)
- VI. REPORTS FROM DIRECTOR OF SCHOOLS**

MCS BOARD OF EDUCATION
Regular Meeting, page 2

VII. RECOGNITION OF STAFF AND STUDENTS

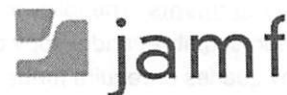
VIII. COMMENTS FROM BOARD MEMBERS

IX. ADJOURN

Upcoming meeting date:

March 19, 2018 – 5:30 pm, Sam Houston Elementary School

April 10, 2018 – 5:30 pm, Foothills Elementary School



Quote Number Q-124106
 Created Date 01/19/2018
 Expiration Date 04/15/2018

Prepared By Jamf
 Quote Contact Kelly Wagner
 Email kelly.wagner@jamf.com
 Phone 715-450-9340

Account Name Maryville City Schools

Contact Name

Email

Phone

Submit POs by Jamf Nation:

- jamf.com/jamf-nation/my/renewal

Don't have an account?

- Email: Purchasing@jamf.com

- Fax: (601) 684-4661 x16

Bill To
 Name

Bill To 833 LAWRENCE AVE MARYVILLE 37803
 United States

Ship to
 Name

Ship to 833 Lawrence Avenue Maryville 37803
 Address United States

Product	SKU	Quantity	Sales Price	Subtotal	Total Price	Line Item Description
EDU - Jamf Pro (Casper Suite) for iOS AM - (2500-4999)	1220031204	2491.00	USD 6.00	USD 14946.00	USD 14946.00	Renewal iOS Product Maintenance and Support
EDU - Jamf Pro (Casper Suite) for iOS PL - (2500-4999)	1220011204	394.00	USD 0.00	USD 0.00	USD 0.00	New iOS Device Seats, One-Time Fee
EDU - Jamf Pro (Casper Suite) for iOS ASA - (2500-4999)	1220021204	394.00	USD 6.00	USD 2364.00	USD 2364.00	New iOS Product Maintenance and Support

Payment Net 30
 Terms JAMF Software LLC, TIN: 27-4335186
 Company 100 S Washington Ave #1100
 Address Minneapolis, MN 55401 USA

Total Price USD 17310.00
 Tax USD 0.00
 Grand Total USD 17310.00

Special Terms: Maintenance and support valid until April 15, 2019.

Terms: Invoices are due net 30 days from receipt. Jamf is licensed exclusively under the terms and conditions set forth in the Jamf standard End User License & Services Agreement ("EULSA") that accompanies the software, or a separate written licensing agreement between the parties, as applicable. Specifications for the provision of any Services quoted are located on the Jamf website. JumpStart Services must be scheduled within 12 months of purchase. In case of conflict between any terms located on the Jamf website, the EULSA (or other written agreement between the parties, if applicable, shall govern. Any inconsistent or additional terms, including those set forth on a customer purchase order (PO), are not binding on Jamf.

Sales Tax: This price quote does not include applicable sales tax. Jamf will charge the appropriate sale tax for your location if applicable. If your purchase qualifies for a tax-exempt status, please send a copy of your "Tax Exempt Certificate" with your PO. If no certificate is received at the time of order, Jamf will charge the appropriate sales tax for your location.

FIELD TRIP REQUEST FORM
Montgomery Ridge Intermediate School

A2

Grade: 6th & 7th Team: Rangers
Teacher Coordinator: Jeremy Russell
Date: May 7-10 Destination: Washington DC
Cost per student: \$565 Cost per adult: \$0
Number of attending students: 48 Number of attending adults: 8
Departure Time: 6:30 am Return Time: 6:45 pm
Method of transportation: Walk ☐ Cars ☐ Bus ☒ Number of Buses 1
Bus Owner: Premier Transportation
Justification for trip: Ranger trip to complete leadership training
Principal's Signature: D. Kevin Myers
Director of Schools Signature: Rob Wunsley

To Be Completed After Approval:

PO# _____

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

CUT & RETURN TOP PORTION TO OFFICE FOR APPROVAL

COMPLETE BOTTOM HALF & RETURN TO BOOKKEEPER - AFTER TRIP

Grade: _____ Team: _____
Teacher Coordinator: _____
Field Trip Destination: _____
Final Count of Students Paying: _____
Final Count of Students Waived: _____
Final Count of Adults Paying: _____
Signature of Person Verifying: _____

FOR BOOKKEEPER TO COMPLETE:

Amount Donated: _____
Total Paid by Students: _____
Total Paid by Adults: _____

Request to Release Students for a School-Related Event

Teacher: Sobota Course/Team/Organization Key Club

Event: 2018 K-T District Convention; Lexington, Kentucky

Dates of Trip: (Include departure/return time)

Departure Date March 16 Departure Time _____

Return Date March 18 Return Time _____

Check all that apply:

In-County _____ Out-of-County X Overnight* X Out-of-State* X
 *(Requires Board Approval)

Transportation: Walk _____ Parents Provide _____ Bus X Number of buses 1

Cost to Each Student \$120 Means of Funding Trip Student/ Kiwanis Club

Educational Purpose: In order to make the Key Club of Maryville High School more involved
in the regional and national Key Club, we would like to attend the Kentucky-Tennessee Key Club Convention for what is, from what we
can tell, the first time for MHS. Our ultimate goal is to become one of the most active clubs in the region, proving MHS to be a very service-oriented
student body.

Teacher Signature: Jennifer Sobota Date 1-30-18

Request Approved: ✓ Request Not Approved _____

Principal's Signature: [Signature] Date 1/30/18

Superintendent Signature: [Signature] Date 2-1-18

*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

Request to Release Students for a School-Related Event

Teacher: McElroy Course/Team/Organization Blount County RoboticsEvent: Palmetto Regional FIRST Robotics Competition

Dates of Trip: (Include departure/return time)

Departure Date Wed. Feb 28, 2018 Departure Time 8:00 amReturn Date Sun. Mar 4, 2018 Return Time 3:00 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 \$10 + food Means of Funding Trip DonationsEducational Purpose: Students will participate in a
FIRST robotics competitionTeacher Signature: [Signature] Date 1/31/18Request Approved: ☒ Request Not Approved ☐Principal's Signature: [Signature] Date 2/1/18Superintendent Signature: [Signature] Date 2-5-18*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

Request to Release Students for a School-Related Event

Teacher: Mike Driver Course/Team/Organization SCOPE Delegates

Event: 2018 SCOPE Conference

Dates of Trip: (Include departure/return time)

Departure Date March 5th, 2018 Departure Time 5:30pm

Return Date March 6th, 2018 Return Time 7:30pm

Check all that apply:

In-County ☐ Out-of-County ☐ Overnight* ☒ Out-of-State* ☐
*(Requires Board Approval)

Transportation: Walk ☐ Parents Provide ☐ Bus ☐ Number of buses MCS VAN

Cost to Each Student N/A Means of Funding Trip MCS

Educational Purpose: Students will be representing MCS as delegates to the 2018 Student Congress on Policies in Education conference at MTSU

Teacher Signature: Mike Driver Date 1/31/18

Request Approved: ☒ Request Not Approved ☐

Principal's Signature: [Signature] Date 2/2/18

Superintendent Signature: [Signature] Date 2-5-18

*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

AL

Request to Release Students for a School-Related Event

Teacher: ROY, RAQUA Course/Team/Organization ART DEPARTMENT

Event: ART HISTORY TRIP

Dates of Trip: (Include departure/return time)

Departure Date MARCH 29, 2018

Departure Time 7 PM

Return Date MARCH 31, 2018

Return Time _____

Check all that apply:

In-County _____

Out-of-County _____

Overnight* X

Out-of-State* X

*(Requires Board Approval)

Transportation: Walk _____

Parents Provide _____

Bus X

Number of buses 1

Cost to Each Student \$250.00

Means of Funding Trip SELLING OTHER SEATS

Educational

Purpose: WE WILL GO TO THE METROPOLITAN MUSEUM OF ART, THE MODERN MUSEUM OF ART, THE GUGGENHEIM MUSEUM OF ART

Teacher Signature: [Signature]

Date 02/02/2018

Request Approved: [Signature]

Request Not Approved _____

Principal's Signature: [Signature]

Date 2/6/18

Superintendent Signature: _____

Date _____

*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

B1,

FUND NAME	Approved FY18 Budget	Amended FY18 BUDGET
General Purpose (increased)	\$ 50,985,028.00	\$ 51,769,989.00
Carl Perkins (increased)	\$ 49,042.53	\$ 51,061.58
Title I (increased)	\$ 648,986.04	\$ 683,800.00
Title II, Part A (decreased)	\$ 122,980.89	\$ 118,272.99
Title III (increased)	\$ 12,348.94	\$ 18,814.13
IDEA (increased)	\$ 1,023,019.00	\$ 1,087,452.05
IDEA Preschool (increased)	\$ 31,283.00	\$ 32,088.00
Central Cafeteria (no change)	\$ 2,390,090.00	\$ 2,390,090.00
Adventure Club (no change)	\$ 884,679.00	\$ 884,679.00
Total Budgeted Funds	\$ 56,147,457.40	\$ 57,036,246.75

	Account Name	Approved 2017-2018 Revenues	Budget Amendment	Revised 2017-2018 Revenues
40110	Current Property Tax-County	\$ 10,595,000		
40120	Trustee Collections-Prior Yr	\$ 278,500		
40125	Trustee Collections-Bankruptcy	\$ 66,500		
40130	Circuit/C&M Collections-Pr Yrs	\$ 70,000		
40140	Interest and Penalty	\$ 45,000		
40162	Payment in Lieu of Taxes-Local	\$ 85,000		
40163	Payment in Lieu of Taxes-KCDC	\$ 12,600		
40210	Local Option Sales Tax	\$ 7,527,309		
40270	Business Tax	\$ 160,000		
40275	Mixed Drink Tax	\$ 85,000		
40350	Interstate Telecomm Tax	\$ 3,300		
40610	Current Property Tax-City	\$ 9,222,500		
41110	Marriage Licenses	\$ 2,800		
43511	Tuition - Regular Day Students	\$ 541,000		
43513	Tuition - Summer School	\$ 3,000		
44110	Interest Earned (LGIP Investment)	\$ 27,000		
44120	Lease/Rentals	\$ 6,000		
44146	E-Rate Funding	\$ 65,000		
44170	Miscellaneous Refunds	\$ 3,000		
44570	Contributions & Gifts	\$ 15,000		
44990	Other Local Revenues	\$ 275,000		
46511	Basic Education Program	\$ 21,346,000.00	\$533,000	\$ 21,879,000
46550	Driver Education	\$ -		
46590	Other State Education Funds	\$ 350,000	\$ 251,961	\$ 601,961
46610	Career Ladder Program	\$ 128,519		
46980	Other State Grants	\$ -		
46981	Safe Schools Grant	\$ 21,000		
47143	Education of Handicapped IDEA	\$ 51,000		
47590	Other Federal through State	\$ -		
49800	Operating Transfers	\$ -		
49999	Appropriated Fund Balance	\$ -		
	Total General Purpose School Fund	\$ 50,985,028	\$ 784,961	\$ 51,769,989

Account Name		Approved Budget 2017-2018	Budget Amendment #1	Revised Budget 2017-2018
Regular Education Instruction - 71100				
71100 116	Teachers (271 FTE) *Read to be ready	\$17,575,383.00	\$7,200.00	\$17,582,583.00
71100 117	C.L. Program	\$85,140.00		\$85,140.00
71100 128	Homebound Teachers	\$10,000.00		\$10,000.00
71100 163	Educational Assistants (94 FTE)	\$1,109,211.00		\$1,109,211.00
71100 189	Other Salaries & Wages (8 FTE)	\$301,419.00		\$301,419.00
71100 195	Substitute Teachers	\$210,000.00		\$210,000.00
71100 201	Social Security	\$1,167,801	\$446.00	\$1,168,247.00
71100 204	State Retirement	\$1,617,937.00	\$654.00	\$1,618,591.00
71100 206	Life Insurance	\$15,385.00		\$15,385.00
71100 207	Medical Insurance	\$2,898,402.00		\$2,898,402.00
71100 212	Medicare	\$276,716	\$104.00	\$276,820.00
71100 299	Other Fringe Benefits	\$83,788.00		\$83,788.00
71100 399	Other Contracted Services	\$50,000.00		\$50,000.00
71100 429	Inst. Supplies & Materials	\$625,000.00	\$3,555.00	\$628,555.00
71100 449	Textbooks-Bound	\$20,000.00		\$20,000.00
71100 430	Textbooks-Electronic	\$20,000.00		\$20,000.00
71100 499	Other Supplies & Materials	\$3,100.00		\$3,100.00
71100 535	Fee Waivers	\$100,000.00		\$100,000.00
71100 599	Other Charges	\$1,000.00		\$1,000.00
71100 722	Regular Instruction Equip.	\$1,950,000.00		\$1,950,000.00
Total Regular Education Instruction		\$28,120,282		\$28,132,241

B1
4

Account Name		Approved Budget 2017-2018	Budget Amendment #1	Revised Budget 2017-2018
Special Education Instruction - 71200				
71200 116	Teachers (40 FTE)	\$2,555,929.00		\$2,555,929.00
71200 117	C.L. Program	\$8,000.00		\$8,000.00
71200 128	Homebound Teachers	\$10,000.00		\$10,000.00
71200 163	Educational Assistants (59 FTE)	\$1,209,310.00		\$1,209,310.00
71200 171	Speech Pathologists (5 FTE)	\$221,561.00		\$221,561.00
71200 201	Social Security	\$248,300.00		\$248,300.00
71200 204	State Retirement	\$323,457.00		\$323,457.00
71200 206	Life Insurance	\$4,325.00		\$4,325.00
71200 207	Medical Insurance	\$814,185.00		\$814,185.00
71200 212	Medicare	\$58,070		\$58,070.00
71200 299	Other Fringe Benefits	\$23,540.00		\$23,540.00
71200 312	Contracts w/Private Agencies	\$25,000.00		\$25,000.00
71200 429	Instructional Supplies & Materials *IDEA 43,878	\$0.00	\$43,878.00	\$43,878.00
71200 499	Other Supplies & Materials	\$25,000.00		\$25,000.00
71200 725	Special Education Equipment	\$6,000.00		\$6,000.00
Total Special Education Instruction		\$5,532,677		\$5,576,555

Account Name		Approved Budget 2017-2018	Budget Amendment #1	Revised Budget 2017-2018
Vocational Education Instruction - 71300				
71300 116	Teachers (8 FTE)	\$865,994.00		\$865,994.00
71300 117	C.L. Program	\$3,500.00		\$3,500.00
71300 163	Educational Assistants (1 FTE)	\$22,814.00		\$22,814.00
71300 189	Other Salaries & Wages	\$0.00		\$0.00
71300 201	Social Security	\$55,324.00		\$55,324.00
71300 204	State Retirement	\$80,276.00		\$80,276.00
71300 206	Life Insurance	\$784.00		\$784.00
71300 207	Medical Insurance	\$147,700.00		\$147,700.00
71300 212	Medicare	\$12,939.00		\$12,939.00
71300 299	Other Fringe Benefits	\$4,270.00		\$4,270.00
71300 429	Instr. Supplies & Materials *5,350 CTE Reserve / \$10,000 f	\$1,500.00	\$5,350.00	\$6,850.00
71300-499	Other Supplies & Materials * 12,000 CTE Reserve		\$12,000.00	\$12,000.00
71300 730	Vocational Instruction Equipment (CTE) \$150,278.75	\$0.00	\$150,278.00	\$150,278.00
Total Vocational Ed Instruction		\$1,195,101		\$1,362,729

Account Name		Approved Budget 2017-2018	Budget Amendment #1	Revised Budget 2017-2018
Other Student Support - 72130				
72130 117	C.L. Program	\$8,000.00		\$8,000.00
72130 123	Guidance Personnel (11 FTE)	\$802,435.00		\$802,435.00
72130 161	Secretary(s) (1 FTE)	\$27,895.00		\$27,895.00
72130 189	Other Salaries & Wages (FRC) (.93 FTE) move to 73300	\$18,498.00		\$18,498.00
72130 201	Social Security	\$53,186		\$53,186.00
72130 204	State Retirement	\$76,820.00		\$76,820.00
72130 206	Life Insurance	\$672.00		\$672.00
72130 207	Medical Insurance	\$126,600.00		\$126,600.00
72130 212	Medicare	\$12,439		\$12,439.00
72130 299	Other Fringe Benefits	\$3,660.00		\$3,660.00
72130 322	Evaluation & Testing	\$5,000.00		\$5,000.00
72130 399	Other Contracted Services (FRC)	\$3,000.00		\$3,000.00
72130 499	Other Supplies & Materials (FRC) *Read to Be	\$1,000.00	\$120.00	\$1,120.00
72130 524	Inservice/Staff Development (FRC)	\$1,500.00		\$1,500.00
72130 599	Other Charges (FRC)	\$1,500.00		\$1,500.00
Total Other Student Support		\$1,142,205		\$1,142,325

B17

Account Name		Approved Budget 2017-2018	Budget Amendment #1	Revised Budget 2017-2018
Regular Education Support - 72210				
72210 105	Supervisor (.45 FTE) *Read to Be Ready	\$52,971.00	\$3,150.00	\$56,121.00
72210 117	Career Ladder Program	\$5,000.00		\$5,000.00
72210 129	Librarians (8 FTE)	\$552,264.00		\$552,264.00
72210 161	Secretary (2 FTE)	\$89,357.00		\$89,357.00
72210 162	Clerical Personnel (1FTE)	\$26,368.00		\$26,368.00
72210 163	Educational Assistants (7 FTE)	\$130,819.00		\$130,819.00
72210 189	Other Salaries & Wages (1 FTE)	\$77,813.00		\$77,813.00
72210 201	Social Security	\$57,945	\$196.00	\$58,141.00
72210 204	State Retirement	\$83,756.00	\$286.00	\$84,042.00
72210 206	Life Insurance	\$839.00		\$839.00
72210 207	Medical Insurance	\$163,525.00		\$163,525.00
72210 212	Medicare	\$13,553	\$46.00	\$13,599.00
72210 299	Other Fringe Benefits	\$4,575.00		\$4,575.00
72210 336	Musical Instrument Repairs	\$12,076.00		\$12,076.00
72210 355	Travel *Read to Be Ready	\$1,000.00	\$2,243.00	\$3,243.00
72210 399	Other Contracted Services	\$30,000.00		\$30,000.00
72210 432	Library Books	\$96,000.00		\$96,000.00
72210 499	Other Supplies & Materials	\$54,000.00		\$54,000.00
72210 524	Inservice/Staff Development	\$125,000.00		\$125,000.00
72210 599	Other Charges	\$21,000.00		\$21,000.00
72210-790	Other Equipment (Safe Schools)	\$21,800.00		\$21,800.00
Total Regular Education Support		\$1,619,661		\$1,625,582

Account Name		Approved Budget 2017-2018	Budget Amendment #1	Revised Budget 2017-2018
Special Education Support - 72220				
72220 105	Supervisor (1 FTE)	\$108,289.00		\$108,289.00
72220 117	Career Ladder Program	\$3,400.00		\$3,400.00
72220 124	Psychological Personnel (4 FTE)	\$257,999.00		\$257,999.00
72220 201	Social Security	\$21,570		\$21,570.00
72220 204	State Retirement	\$28,304.00		\$28,304.00
72220 206	Life Insurance	\$224.00		\$224.00
72220 207	Medical Insurance	\$42,200.00		\$42,200.00
72220 212	Medicare	\$5,045		\$5,045.00
72220 299	Other Fringe Benefits	\$1,220.00		\$1,220.00
72220 307	Communication	\$2,200.00		\$2,200.00
72220 355	Travel	\$1,000.00		\$1,000.00
72220 499	Other Supplies & Materials *IDEA 3,455.	\$9,500.00	\$3,455.00	\$12,955.00
72220 524	Inservice/Staff Development *IDEA 19,000	\$10,000.00	\$19,000.00	\$29,000.00
Total Special Education Support		\$490,951		\$513,406

[illegible]

		Adopted	E-Plan	Revised
		Allocations	Amendment	Allocations
		2017-2018		2017-2018
	Federal Project-Carl Perkins 15.01 - 710 (State 800)			
	Vocational Education			
	Total Grant \$49,042.53			
47131	Vocational Program Improvement	\$ 49,042.53	\$ 2,019.05	\$ 51,061.58
	Total Revenues	\$ 49,042.53	\$ 2,019.05	\$ 51,061.58
71300 429	Instructional Supplies & Materials	\$ 1,360	\$ 5,931	\$ 7,290.67
71300 730	Vocational Equipment	\$ 34,177.53	\$ (9,092.99)	\$ 25,084.54
72130 355	Travel	\$ 8,550	\$ 1,662	\$ 10,212.31
72130 524	Inservice/Staff Development (PD)	\$ 2,455	\$ 1,500	\$ 3,955.01
72230 524	Inservice/Staff Development	\$ 2,500	\$ 2,019	\$ 4,519.05
	Total Expenditures	\$ 49,042.53	\$ 2,019.05	\$ 51,061.58

		Adopted	E-Plan	Revised
		Allocations	Amendment	Allocations
		2017-2018		2017-2018
FA27:N34ederal Project - Title I 15.01 - 711 (State 100)				
Improving Basic Programs Operated by LEAs				
Total Grant - \$648,986.04				
47141	ESEA Title I	\$ 648,986.04	\$ 34,813.96	\$ 683,800.00
	Total Revenues	\$ 648,986.04	\$ 34,813.96	\$ 683,800.00
71100 163	Educational Assistants	\$ 567,570	\$ 39,839	\$ 607,409
71100 201	Social Security	\$ 35,190	\$ 2,470	\$ 37,660
71100 204	State Retirement	\$ 3,290	\$ (1,018)	\$ 2,272
71100 206	Life Insurance	\$ 100	\$ (31)	\$ 69
71100 207	Medical Insurance	\$ 18,674	\$ (5,803)	\$ 12,871
71100 212	Medicare	\$ 8,230	\$ 578	\$ 8,808
71100 299	Other Fringe Benefits	\$ 540	\$ (167)	\$ 373
71100 429	Instructional Supplies & Materials	\$ 8,902.04	\$ (1,350.01)	\$ 7,552.03
72130 599	Other Charges (1% set aside)	\$ 6,490.00	\$ 295.97	\$ 6,785.97
72210-0355	Travel			
	Total Expenditures	\$ 648,986.04	\$ 34,813.96	\$ 683,800.00

		Adopted	E-Plan	Revised
		Allocations	Amendment	Allocations
		2017-2018		2017-2018
TA49:L54eacher and Principal Training and Recruiting-712				
Total Grant - \$122,980.89				
47189	Title II	\$ 122,980.89	\$ (4,707.90)	\$ 118,272.99
	Total Revenues	\$ 122,980.89	\$ (4,707.90)	\$ 118,272.99
71100 116	Teachers (1.63 FTE)	\$ 93,413.00	\$ (486.00)	\$ 92,927.00
71100 201	Social Security	\$ 5,792.00	\$ (30.00)	\$ 5,762.00
71100 204	State Retirement	\$ 2,309.00		\$ 2,309.00
71100 206	Life Insurance	\$ 28		\$ 28.00
71100 207	Medical Insurance	\$ 5,275		\$ 5,275.00
71100 212	Medicare	\$ 1,355.00	\$ (7.00)	\$ 1,348.00
71100 299	Other Fringe Benefits	\$ 152.50	\$ 0.50	\$ 153.00
72210 524	Inservice/Staff Development	\$ 14,656.39	\$ (4,185.40)	\$ 10,470.99
	Total Expenditures	\$ 122,980.89	\$ (4,707.90)	\$ 118,272.99

		Adopted	E-Plan	Revised
		Allocations	Amendment	Allocations
		2017-2018		2017-2018
Federal Project - Title III, Part A 15.01 - 714 (State 300)				
English as a Second Language				
Total Grant - \$12,348.94				
47146	Title III-ELL	\$ 12,348.94	\$ 6,465.19	\$ 18,814.13
	Total Revenues	\$ 12,348.94	\$ 6,465.19	\$ 18,814.13
71100 189	Other Salaries & Wages	\$ 6,000	\$ 360	\$ 6,360
71100 201	Social Security	\$ 372	\$ 23	\$ 395
71100 204	State Retirement	\$ 545	\$ 33	\$ 578
71100 212	Medicare	\$ 87	\$ 6	\$ 93
71100 429	Instructional Supplies & Materials	\$ 2,121.24	\$ 4,441.89	\$ 6,563.13
72210 524	Inservice/Staff Development	\$ 3,223.70	\$ (223.70)	\$ 3,000
72710 315	Contracts w/vehicle owners	\$ -	\$ 1,825.00	\$ 1,825
	Total Expenditures	\$ 12,348.94	\$ 6,465.19	\$ 18,814.13

		Adopted Allocations 2017-2018	E-Plan Amendment	Revised Allocations 2017-2018
FA87:L91A87:N93ederal Project - IDEA, Part B 15.01 - 716 (State 900)				
Education of the Handicapped				
Total Grant - \$ 1,023,019				
	<i>* New allocation amounts</i>			
47143	Education of the Handicapped	\$ 1,023,019.00	\$ 64,433.05	\$ 1,087,452.05
	Total Revenues	\$ 1,023,019.00	\$ 64,433.05	\$ 1,087,452.05
71200 116	Teachers (4 FTE)	\$ 188,042.00		\$ 188,042.00
71200 128	Homebound Teachers	\$ 5,000.00		\$ 5,000.00
71200 163	Educational Assistants (7 FTE)	\$ 146,517.00	\$ (13,207.00)	\$ 133,310.00
71200 171	Speech Pathologists	\$ 171,496.00		\$ 171,496.00
71200 201	Social Security	\$ 31,686.00	\$ (819.00)	\$ 30,867.00
71200 204	State Retirement	\$ 44,995.00		\$ 44,995.00
71200 206	Life Insurance	\$ 728.00		\$ 728.00
71200 207	Medical Insurance	\$ 137,150.00		\$ 137,150.00
71200 212	Medicare	\$ 7,411.00	\$ (192.00)	\$ 7,219.00
71200 299	Other Fringe Benefits	\$ 3,965.00		\$ 3,965.00
71200 429	Instructional Supplies *19,500	\$ -	\$ 19,500.00	\$ 19,500.00
72220 189	Other Salaries & Wages (2 FTE)	\$ 182,869.00		\$ 182,869.00
72220 201	Social Security	\$ 11,338.00		\$ 11,338.00
72220 204	State Retirement	\$ 9,842.00		\$ 9,842.00
72220 206	Life Insurance	\$ 56.00		\$ 56.00
72220 207	Medical Insurance	\$ 10,550.00		\$ 10,550.00
72220 212	Medicare	\$ 2,652.00		\$ 2,652.00
72220 299	Other Fringe Benefits	\$ 305.00		\$ 305.00
72220 399	Other Contracted Services	\$ 68,417.00	\$ (2,256.00)	\$ 66,161.00
72220 499	Other Supplies *10,343.22		\$ 10,343.22	\$ 10,343.22
72220 524	Inservice/Staff Dev. *10,718	\$ -	\$ 10,718.00	\$ 10,718.00
72710 729	Transportation Equipment *40,345.83		\$ 40,345.83	\$ 40,345.83
	Total Expenditures	\$ 1,023,019.00	\$ 64,433.05	\$ 1,087,452.05

		Adopted	E-Plan	Revised
		Allocations	Amendment	Allocations
		2017-2018		2017-2018
	FA118:P123ederal Project - IDEA Preschool 15.01 - 717 (State 910)			
	Education of the Handicapped			
	Total Grant - \$31,283			
47143	Education of the Handicapped	\$ 31,283.00	\$ 805.00	\$ 32,088.00
	Total Revenues	\$ 31,283.00	\$ 805.00	\$ 32,088.00
71200 163	Educational Assistants (2 FTE)	\$ 29,247.00	\$ 986.00	\$ 30,233.00
71200 201	Social Security	\$ 1,814.00	\$ (181.00)	\$ 1,633.00
71200 212	Medicare	\$ 222.00		\$ 222.00
71200 429	Instructional Supplies & Materials	\$ -		\$ -
	Total Expenditures	\$ 31,283	\$ 805	\$ 32,088
	Total Federal Revenues	\$ 1,887,660.40	\$ 103,828.35	\$ 1,991,488.75
	Total Federal Expenditures	\$ 1,887,660.40	\$ 103,828.35	\$ 1,991,488.75



Director of Schools Performance Evaluation Guidelines

1. An annual evaluation of the Director of Schools shall take place in March.
 - a. The Director of Schools submits a self-assessment and written narrative to the School Board;
 - b. Each individual Board member completes the evaluation instrument;
 - c. The Board Chairman calculates the mean score for each indicator, domain, and overall;
 - d. The evaluation results are publicly reviewed with the Director of Schools in March.
2. The evaluation shall be based on the duties and responsibilities of the Director of Schools as set forth by the laws of the State of Tennessee and his/her contract.
3. The evaluation instrument utilized in this process shall be cooperatively developed by the Board and Director of Schools by January.
4. The evaluation rating scale to be used is as follows:
 - 5 – Significantly above expectations
 - 4 – Above expectations
 - 3 – At expectations
 - 2 – Below expectations
 - 1 – Significantly below expectations
5. The evaluation domains will be as follows:
 - a. Relationship with the Board
 - b. Community Relationships
 - c. Staff and Personnel Relationships
 - d. Facilities and Finance
 - e. Educational Leadership

MARYVILLE CITY SCHOOLS
DIRECTOR OF SCHOOLS EVALUATION INSTRUMENT

B22

Evaluation Rating Scale:

- 5 - Significantly Above Expectations
- 4 - Above Expectations
- 3 - At expectations
- 2 - Below Expectations
- 1 - Significantly Below Expectations

RELATIONSHIP WITH THE BOARD

Score

1. Keeps the board informed on issues, needs, and operations of the school system. (Current, TSBA)	
2. Offers professional advice to the board on items requiring board action, with appropriate recommendations based on thorough study and analysis. (Current, TSBA)	
3. Maintains a productive and respectful relationship with the board and treats all board members alike. (Current, TSBA - reworded and expanded)	
4. Works effectively with the board to establish attainable goals for both the strategic plan and the master facility plan. (Current- reworded)	
5. Ensures that board policy, laws, and state guidelines are executed. (Current, reworded and expanded)	
Mean Score for Relationship with the Board	
Comments:	

COMMUNITY RELATIONSHIPS

Score

1. Builds public support for the school district. (Current- reworded; TSBA)	
2. Promotes active engagement and two-way communication with parents and community members.	
3. Participates actively in community life and affairs. (Current)	
4. Serves as an effective spokesperson for the school district. (TSBA)	
5. Demonstrates appreciation for and sensitivity to the diversity in the school community.	
Mean Score for Community Relationships	
Comments:	

STAFF AND PERSONNEL RELATIONSHIPS

Score

1. Promotes sound personnel procedures and practices to recruit, develop, and retain the highest quality educators and staff. (Current reworded and expanded)	
2. Utilizes shared leadership practices to empower staff, resulting in an effective, collaborative team. (Current, reworded)	
3. Treats all personnel fairly, without favoritism or discrimination, while insisting on a high level of performance for all personnel. (Current, reworded)	
4. Promotes positive staff morale and commitment to the school system.	
Mean Score for Staff and Personnel Relationships	
Comments:	

FACILITIES AND FINANCE

Score

1. Demonstrates an understanding of the needs of the district's programs, facilities, equipment, supplies, and the budget required to meet those needs. (Current, reworded)	
2. Manages fiscal resources in ways that are efficient, effective, and reflect responsible stewardship of public resources.(Current, reworded)	
3. Ensures that the school plant and support systems operate safely, efficiently, and effectively. (Current, reworded)	
Mean Score for Facilities and Finance	
Comments:	

EDUCATIONAL LEADERSHIP

Score

1. Maintains a current knowledge of all aspects of instructional programs and ensures they are rigorous and relevant.(TSBA, C, reworded)	
2. Collaborates with administrators and educators to promote data driven, instructional practices that lead to improved student learning. (Current, reworded)	
3. Creates an environment that encourages staff to innovate and strive for improvement.(Current, reworded)	
4. Ensures the vision, mission, and implementation of the goals in the strategic plan are regularly monitored, evaluated, and revised.(Current, reworded)	
5. Effectively communicates the vision and mission of the system to school personnel and stakeholders and highlights progress about short and long-term goals.(Current, reworded)	
6. Improves student learning and achievement by supporting and sustaining high quality professional development for administrators, teachers, and staff.	
7. Implements and monitors a rigorous evaluation system aligned with differentiated, professional learning and goals for all staff.	
8. Fosters a safe, respectful, and orderly learning environment that is conducive to the success of all stakeholders.	
9. Communicates and models expectations for individual and shared ownership of student, educator, school, and district success.	
10. Models lifelong learning by seeking high quality professional development through conferences, research, and collaboration with peers.	
Mean Score for Educational Leadership	
Comments:	

Overall Score

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Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Biennially in March	Special Programs	9.5	02/13/18
		Rescinds:	Last Revision:

9.5

9.5.1 Elementary and Secondary (Elementary & Secondary Education Act - ESEA)

Maryville City Schools will participate in the ESEA program. The emphasis of all programs will be in the areas determined by needs assessment. Parents will be given the opportunity to participate in planning and implementation of projects. Professional development activities will be provided for staff.

9.5.2 Homebound Instruction

Homebound instruction shall be provided for students who are unable to attend classes for more than two weeks. A doctor's certificate stating the student's disability shall be required.

9.5.3 Education for Students with Disabilities

9.5.3.1 Students with disabilities shall be provided appropriate educational opportunities as determined by an individual educational program team meeting (IEP team meeting).

9.5.3.2 Maryville City Schools acknowledges its responsibility to permit students and/or adults with disabilities to be accompanied by a "service animal" in its school buildings, in classrooms, and at school functions, as required by the Americans with Disabilities Act, 28 C.F.R. Part 35, subject to the following:

1. All requests for an individual with a disability to be accompanied by a service animal must be addressed in writing to the Director of Schools, and must contain required documentation of vaccinations. This written request must be delivered to the Director of Schools' Office at least ten business days prior to bringing the service animal to school or a school function.
2. Owners of a service dog must provide annual proof of the following vaccinations: DHLPPC (Distemper, Hepatitis, Leptospirosis, Parainfluenza, Parvovirus, Coronavirus), Bordetella, and Rabies.
3. Owners of service miniature horses must provide annual proof of the following vaccinations: Rabies, Tetanus, Encephelomyelitis, Rinoneumonitis, Influenza, Strangles.
4. All service dogs must be spayed or neutered.

Maryville City Schools Board of Education

Monitoring: Review: Biennially in March	Descriptor Term: Special Programs	Descriptor Code: 9.5	Review Date: 02/13/18
		Rescinds:	Last Revision:

5. All service animals must be treated for, and kept free of, fleas and ticks.
6. All service animals must be kept clean and groomed to avoid shedding and dander.
7. Owners of service animals are liable for any harm or injury caused by the animal to other students, staff, visitors, and/or property.
8. The animal must be a dog or, in specific circumstances, a miniature horse. No other species of animal, whether wild or domestic, will be permitted in schools as a "service animal."
9. The animal must be "required" for the individual with a disability.
10. The animal must be "individually trained" to do work or a task for the individual with a disability.
11. Special Provisions/Miniature Horses: Requests to permit a miniature horse to accompany a student or adult with a disability in school buildings, in classroom, or at school functions, will be handled on a case-by-case basis, considering:
 - a. The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
 - b. Whether the handler has sufficient control of the miniature horse;
 - c. Whether the miniature horse is housebroken; and
 - d. Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.
12. Removal of a Service Animal: A school administrator may ask an individual with a disability or his/her parents to remove a service animal from a school building, a classroom, or from a school function if any one of the following circumstances occurs:
 - a. The animal is out of control and the animal's handler does not take effective action to control it; or
 - b. The animal is not housebroken; or
 - c. The animal's presence would "fundamentally alter" the nature of the service, program, or activity.

Maryville City Schools Board of Education

Monitoring: Review: Biennially in March	Descriptor Term: Special Programs	Descriptor Code: 9.5	Review Date: 02/13/18

If an animal is properly excluded. If a public entity properly excludes a service animal under Sec. 35.136(b), it shall give the individual with a disability the opportunity to participate in the service, program, or activity without having the service animal on the premises. 28 C.F.R. Sec. 35.136(c).

13. A service animal must have a harness, leash, or other tether, unless either the handler is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the handler's control.

14. The school system is not responsible for the care or supervision of a service animal, including walking the animal or responding to the animal's need to relieve itself.

- a. The School District is not responsible for providing a staff member to walk the service animal or to provide any other care or assistance to the animal.
- b. Students with service animals are expected to care for and supervise their animal. In the case of a young child or a student with disabilities who is unable to care for or supervise his or her service animal, the parent is responsible for providing care and supervision of the animal. Issues related to the care and supervision of service animals will be addressed on a case-by-case basis in the discretion of the building administrator.

Reference: ADA Regulations, 28 C.F.R. Part 35 (as amended, 2010)

9.5.4 English Language Learners (ELL)

9.5.4.1 Students entering the school system whose first language is not English will be tested by the ELL staff. Test results and recommended ELL placement will be provided to the school principal or designee who will notify the parent of the recommended placement.

9.5.4.2 If a recommended placement is not accepted, or, after a placement, if a change is requested, a written statement will be made to the principal. This must include the objections to the placement and/or any requested changes. Upon receipt of this statement, the principal (or designee) will schedule a meeting with the parents, an ELL staff member, and appropriate school personnel to reconsider the placement. The

Maryville City Schools Board of Education

Monitoring:

Descriptor Term:

Descriptor Code:

Review Date:

Review: Biennially
in March

Special Programs

9.5

02/13/18

Rescinds:

Last Revision:

principal (or designee) will conduct the meeting and an attempt will be made to resolve the problem through the cooperative efforts of the group. If this effort is not successful, the final determination will be made by the principal.

9.5.4.3 If the principal's decision is not accepted, a grievance may be filed using the process for employees as described in Board Policy Section 8.22.2.

9.5.5 *Family life education is an abstinence-centered sex education program that builds a foundation of knowledge and skills relating to character development, human development, decision-making, abstinence, contraception and disease prevention. The local board of education shall adopt a family life education program that complies with state laws and regulations. To ensure that parents and members of the general public are made aware of this program and have the opportunity to provide feedback, the local board shall hold one public hearing each school year for such purposes.*

The director of schools shall develop procedures for the implementation, evaluation, and periodic review of the family life education program.

Personnel involved in instruction regarding human sexuality will conduct such instruction with maturity and discretion. Instructors shall only teach the content of the curriculum as adopted by the local board of education.

B4,

Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Biennially in March	Drug-Free Workplace	8.16	02/13/18
		Rescinds:	Last Revision:

8.16

~~Maryville City Schools shall comply with the Drug-Free Workplace Act of 1988 and the related provisions in the Code of Federal Regulations (34 CFR Part 85).~~

The Board of Education shall promote and maintain a drug-free workplace. All employees are expected and required to report for work and remain at work in condition to perform assigned duties free from the effects of alcohol and drugs. The Board is responsible for the instruction and well-being of the students entrusted to its care. The Board declares that the use of illegal drugs, the abuse of alcohol, and the misuse of prescription drugs are unacceptable.

1. No employee shall unlawfully manufacture, distribute, dispense, possess or use on or in the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, alcohol, or any other controlled substance, as defined in federal law. "Workplace" shall include any school building or property, any school-owned or leased vehicle used to transport students to/from school or school activities and off school property during any school-sponsored or school-approved activity, or any location where an employee is conducting system/school business outside the district premises.
2. All applicants being considered for employment by the district shall be required to submit to a urinalysis test for the detection of the illegal use of drugs, as part of the currently required post-offer pre-employment physical.
3. As a condition of employment, each employee shall notify his/her supervisor of his/her conviction of any criminal drug statute for violation occurring in a workplace as defined above no later than five (5) days after conviction.
4. During the performance of duties, employees are prohibited from using, possessing, distributing, dispensing, manufacturing, or having controlled substances, abused prescription drugs or any other mind altering or intoxicating substances present in their system while at work or on duty. ~~Any employee who violates this provision of the policy shall be discharged.~~
5. Employees who are required to drive any school-owned or school-leased vehicle during the performance of their duties are prohibited from using, possessing, distributing, dispensing, manufacturing, or having controlled substances, abused prescription drugs or any other mind altering or intoxicating substances present in their system while at work or on duty. ~~Any employee who violates this provision of the policy shall be discharged.~~
6. All employees will be drug tested for "reasonable suspicion" at a standard set by Maryville City Schools. Reasonable suspicion is a belief based on objective factors either physical, behavioral, or work performance related that are sufficient

Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Biennially in March	Drug-Free Workplace	8.16	02/13/18
		Rescinds:	Last Revision:

to lead a reasonable and prudent supervisor to suspect that an employee is using a prohibited drug, alcohol, or substance.

7. Employees will also be tested post-accident when a work-related accident occurs. This will be part of the reporting requirements under the district's Workers Compensation program.
8. The Director of Schools shall be responsible for providing a copy of this policy to all district employees and shall designate an individual to respond to inquiries regarding this policy and establish procedures for employee conduct, post-offer pre-employment physicals, physical examination/screening based upon reasonable suspicion, return-to-duty testing, voluntary referral to rehabilitation, disciplinary action, confidentiality, and drug and alcohol abuse testing procedures. All information regarding referral, evaluation, substance screen results and treatment shall be maintained and considered confidential.
9. All school employees shall cooperate with law enforcement agencies in all investigations concerning any violation of this policy.
10. All Board property is subject to inspection at any time without notice. There is no expectation of privacy in such property. Property includes, but is not limited to, city vehicles, desks, containers, files and lockers.
11. Violations of this policy shall result in disciplinary action up to and including *immediate* termination and may have legal consequences. If discipline results from this policy, it will follow the same procedure as set forth by district policy under the Employee Code of Conduct.

CONFIDENTIALITY

Records that pertain to the Maryville City Schools' Board of Education employee required substance screens are recognized to be private and sensitive records. They shall be maintained by the Medical Review Officer (MRO) in a secure fashion to insure confidentiality and privacy and be disclosed to the Director of Schools/designee only to the extent necessary to address any work-related safety risks occasioned by either the drug or alcohol use. Medical records, and information relating directly thereto, shall be maintained in accordance with provisions of Tennessee law and used with the highest regard for employee privacy consistent with law and the purpose of achieving and maintaining a drug-free workplace. All personnel records and information regarding referral, evaluation, substance screen results, and treatment shall be maintained in a confidential manner and no entries concerning such shall be placed in an employee's personnel file.

Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Biennially in March	Drug-Free Workplace	8.16	02/13/18
		Rescinds:	Last Revision:

POST-OFFER PRE-EMPLOYMENT TESTING

Applicants must acknowledge having read or had this Policy explained to them and should understand that as a condition of employment they are subject to its contents. Applicants shall sign an acknowledgment prior to substance screening, permitting the summary result to be transmitted to the Medical Review Officer (MRO) and the Director of Schools/designee. An applicant refusing to complete any part of the drug testing procedure shall not be considered a valid candidate for employment with the district, and such will be considered as a withdrawal of the individual's application for employment.

If substance screening shows a confirmed positive result for which there is no current physician's prescription, a second confirming test may be requested by the MRO. If the first or any requested second confirming test is positive, any job offer shall be revoked.

REASONABLE SUSPICION TESTING

Trained supervisors have the responsibility to observe and document the cause for reasonable suspicion and when appropriate, refer the matter to the Director of Schools/designee. It is not the supervisor's responsibility to attempt diagnosis. All information, facts and circumstances leading to and supporting this suspicion should be included in a written report detailing the basis for the suspicion. After the report is filed, the employee should be notified.

The Director of Schools/designee or the MRO are the only individuals in the district authorized to make the determination that reasonable suspicion or cause exists to order a drug screen and are the only individuals who may order an employee to submit to a drug screen.

Any employee may be required to submit to substance screening if the following conditions exist, with this list not being inclusive of all situations:

1. Observed use, possession or sale of illegal drugs and/or use, possession, sale, or abuse of alcohol and/or prescription drugs.
2. Apparent physical state of impairment of motor functions.
3. Marked changes in personal behavior not attributed to other factors.
4. Employee involvement in or contribution to an accident where the use of alcohol or drugs is reasonably suspected or employee involvement in a pattern of repetitive accidents whether or not they involve actual or potential injury.
5. Violation of criminal statutes involving the use of illegal drugs, alcohol or prescription drugs and/or violations of drug statutes.

Maryville City Schools Board of Education

Monitoring: Review: Biennially in March	Descriptor Term: Drug-Free Workplace	Descriptor Code: 8.16 Rescinds:	Review Date: 02/13/18 Last Revision:
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1 An employee who is required to submit to drug/alcohol testing based upon reasonable
2 suspicion and refuses will be charged with insubordination. ~~and necessary~~
3 ~~procedures will be taken to terminate the employee in accordance with Board Policy and~~
4 ~~the Employee Code of Conduct. Violations of this policy shall result in disciplinary~~
5 ~~action up to and including immediate termination and may have legal consequences.~~

6
7 An employee who tests positive on a reasonable suspicion test will be in violation of
8 the Policy. ~~Necessary procedures will be taken to terminate the employee in~~
9 ~~accordance with Board Policy and the Employee Code of Conduct. Violations of this~~
10 ~~policy shall result in disciplinary action up to and including immediate termination and~~
11 ~~may have legal consequences.~~

12 TESTING FOR CDL EMPLOYEES

13 Those employees identified in the Federal Omnibus Transportation Employee Testing Act
14 of 1991 shall be tested for alcohol and certain controlled substances. This includes all
15 drivers and applicants for driver positions who are required to hold a Commercial
16 Drivers License (CDL) to perform their job function.

17
18 Drinking alcoholic beverages during working hours, four (4) hours before reporting to
19 work or having any measurable amount of alcohol in his/her system during working
20 hours is prohibited, whether on or off school property. Working hours include all
21 breaks. Off-duty use of drugs and alcohol is prohibited to the extent that it affects
22 driver's attendance or performance and his/her ability to pass required DOT alcohol
23 and controlled substance tests. Any violation of this policy is grounds for termination
24 as an employee of the Board and possible legal prosecution.

25
26 The use of any prescription drug that could affect the central nervous system or one
27 that would impair reaction time shall be reported to the Director of Schools/designee.
28 Notice shall be given of non-prescription (over-the-counter) drugs being taken on a
29 regular basis. The notice shall include the duration of ingestion and the possible side
30 effects.

31 DRUG-FREE AWARENESS PROGRAM

32 To insist in ensuring compliance with Board's Drug-Free Workplace policy, the
33 Director of Schools shall be responsible for establishing a Drug-Free Awareness
34 Program to inform employees about: 1) the drug-free workplace; 2) the Board's policy
35 of maintaining a drug-free workplace; 3) any available drug counseling, rehabilitation,
36 and employee assistance programs; and 4) penalties that may be imposed upon the
37 employee for drug abuse violations. Participation in the Board's Drug-Free
38 Awareness Program by all employees is mandatory.
39

Maryville City Schools Board of Education

Monitoring:	Descriptor Term:	Descriptor Code:	Review Date:
Review: Biennially in March	Drug-Free Workplace	8.16	02/13/18
		Rescinds:	Last Revision:

REHABILITATION

Maryville City Schools recognizes that chemical dependency is an illness that may be successfully treated.

1. It is the policy of the district, where possible, in addition to appropriate personnel action, to refer for rehabilitation an employee with a self-admitted or detected drug or alcohol problem.
2. Employees seeking medical attention for chemical dependency shall be entitled to benefits to the extent covered under Maryville City Schools' group medial insurance plan, if they have chosen to be covered under said plan.
3. For employees enrolled in a formal treatment/rehabilitation program, the district may grant sick leave, if the employee has leave available.
4. The cost of the drug rehabilitation or treatment provider shall be borne by the employee and/or the employee's insurance provider.

The Board of Education strongly encourages employees using illegal drugs or alcohol to voluntarily refer themselves to a treatment program. A voluntary referral is defined as one that occurs prior to any positive test for illegal drugs under this Policy or prior to any other violation of this Policy, including a criminal conviction of that individual on a drug-related offense. Employees are not subject to disciplinary action for voluntary referral to rehabilitation, even where rehabilitation is for the use of illegal drugs or alcohol.

TESTING PROCEDURES

Testing procedures can be found in under Procedures and Guidelines 8.16.



January 17, 2018

To: Maryville City Schools
Attn: Scott Blevins/Chad Loveday
Re: Avigilon CCTV

Dear Sir,

Thank you for giving Massey Electric the opportunity to quote on this project. We hope that you will find our price acceptable to your budget.

Scope of work; Furnish and install cameras, licensing and cabling at the following locations.

Coulter Grove

Furnish and install (1) 12TB server with four camera channel license, upgrade licensing to ACC6 Enterprise for (34) Camera channels, relocate dome camera and add fisheye camera in café, install (2) 3mp bullet cameras with cabling for the playground area.

Total Cost.....\$14,460.00

Coulter Grove Baseball Facility Fieldhouse

Furnish and install (4) Bullet cameras with (1) four camera ACC6 license, cabling is existing.

Total Cost.....\$3,200.00

John Sevier Elementary

Furnish and install (3) outside multi-sensor cameras (1) 3MP dome camera in café (2) 2.0MP dome cameras in Room 13, cameras to use existing license. Includes Cat6 cabling for the new cameras.

Total Cost.....\$6,850.00

Foothills Elementary

Furnish and install (1) Fisheye camera in the Café, includes Cat6 cable drop, existing license.

B52

Total Cost.....\$795.00

Maryville Junior HS

Furnish and install (1) Fisheye camera in the Café, includes Cat6 cable drop, existing license.

(1) Fisheye camera 6.0L-H4F-DO1-IR

(1) Cat6 camera drop

Total Cost.....\$795.00

Sam Houston ES

Furnish and install (1) Fisheye camera in the Café (1) 3MP bullet exterior camera (2) Cat6 cables.

Total Cost.....\$1,490.00

Sam Houston ES Phase 2

Furnish and install (3) 3MP exterior bullet cameras to replace existing, includes Cat6 camera drops.

Total cost.....\$2,120.00

Maryville HS Special ED/CDC

Furnish and install (2) 2.0MP dome cameras (2) Single camera Enterprise licenses (2) Cat6 camera drops.

Total Cost.....\$1,710.00

If you have any questions regarding this quote, please feel free to contact me at your convenience.

Thank you,

Randy Smith

Project Manager

Massey Electric

Direct 865-724-2118

Cell 865-740-1035

Fax 865-577-7671

\$ 31,420.00