

# RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal ☒ Informal ☐

Date Bids Requested 5-6-21

Opened 6-2-21

Requisitioned By Stan Marlow

Department Maintenance

Item (s) Requested:

CCHS - Fire Alarm Renovation

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

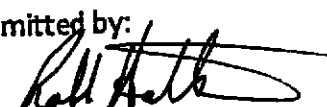
Bid Price

<u>CES Corp, dba Consolidated</u>	<u>\$ 181,608.<sup>00</sup></u>
<u>Electronic Systems</u>	
_____	_____
_____	_____
_____	_____
_____	_____

Recommendation for Contract Award: CES Corporation

Basis of Recommendation for Contract Award: Only bidder. This is also the  
recommendation of the architect, Mark Newlin with MBI  
Companies, Inc and Director of Schools, Jennifer Fields. (See  
attached)

Submitted by:

  
Stan Marlow  
Lisa Bowler

Approved By:

\_\_\_\_\_  
\_\_\_\_\_

# MBI



June 2, 2021

Jennifer Fields  
Campbell County Board of Education  
Director of Schools  
172 Valley Street, Jacksboro, TN 37757

RE: Campbell County High School Fire Alarm Renovation

Mrs. Fields:

After review of the bid received at the bid opening held on June 2, 2021, I recommend that the contract be awarded to CES Corporation for the bid amount of \$181,608.

Please let me know if you need anything else from me to proceed with this award.

Sincerely,  
**MBI Companies Inc.**  
Mark Newlin, P.E.  
Electrical Engineer

**Chattanooga**  
University Tower  
651 E. Fourth Street, Suite 500  
Chattanooga, TN 37403  
(o) 423-756-5046

**Knoxville**  
299 N. Weisgarber Road  
Knoxville, TN 37919  
(o) 865-584-0999  
[www.mbicompanies.com](http://www.mbicompanies.com)

**Florida**  
100 Colonial Center Parkway, Suite 230  
Lake Mary, FL 32746  
(o) 407-585-0330  
Architecture: AA26000828  
Interiors: IB26000666

CRYSTAL CREEKMORE  
112 Old Standard Hollow Road  
Newcomb, TN 37819

BRENT LESTER,  
180 Village Lane  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

JEFFREY MILLER, CO-CHAIR  
209 Glade Springs Road  
LaFollette, TN 37766

JOSH JAMES  
113 Everingside Park  
LaFollette, TN 37766

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

JOHNNY BYRGE, CHAIR  
1005 Rose Hill Drive  
LaFollette, TN 37766

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

June 3, 2021

Campbell County Department of Finance  
P.O. Box 845  
555 Main Street  
Jacksboro, TN 37757

RE: Campbell County High School Fire Alarm Renovation

Lisa:

After review of the bid received at the bid opening held on June 2, 2021, I recommend that the contract be awarded to CES Corporation for the bid amount of \$181,608.

Please let me know if you need anything else from me to proceed with this award.

Sincerely,  
Jennifer Fields  
Director of Schools

## RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal ☒ Informal ☐

Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials  
Section 1- SPIRE

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

Bid Price

School Specialty LLC

\$ 35,586.05

Recommendation for Contract Award: School Specialty LLC

Basis of Recommendation for Contract Award: Only bidder. This is also  
the recommendation of Pam Walden, Federal Programs  
Director. (See attached)

Submitted by:

Lisa Bowl

Approved By:

\_\_\_\_\_  
\_\_\_\_\_

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER,  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

June 2, 2021

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

CRYSTAL CREEKMORE  
112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

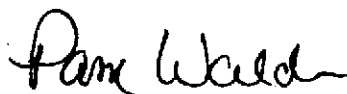
555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting School Specialty's Intervention Materials  
Bid Section 1 for \$35,586.05.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

# RECORD OF BID SOLICITATION

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Informal ☐

Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials

Section 2 - Voyager Materials & Training

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

Bid Price

Voyager Sopris Learning, Inc.

\$ 74,160.<sup>00</sup>

Recommendation for Contract Award: Voyager Sopris Learning, Inc.

Basis of Recommendation for Contract Award: Only bidder. This is also  
the recommendation of Pam Walden, Federal Programs

Director. (See attached)

Submitted by:

Approved By:

April B. Wingo

Lisa Bowler

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

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180 S. Village Lane  
LaFollette, TN 37766

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386 Middlesboro Road  
LaFollette, TN 37766

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

CRYSTAL CREEKMORE  
112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

June 2, 2021

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting Voyager Sopris Learning's Intervention Materials Bid Section 2 for \$74,160.00.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

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Informal ☐

Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials  
Section 3- Math Intervention Materials

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

Bid Price

<u>Bridge to Work Foundation / Camelot Learning</u>	<u>\$ 71,104.<sup>00</sup></u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Recommendation for Contract Award: Bridge to Work Foundation / Camelot Learning

Basis of Recommendation for Contract Award: Only bidder. This is also  
the recommendation of Pam Walden, Federal Programs

Director. (see attached)

Submitted by:

[Signature]

Approved By:

Lin Bowler

\_\_\_\_\_  
\_\_\_\_\_



JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER,  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

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118 Whistle Creek Road  
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June 2, 2021

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

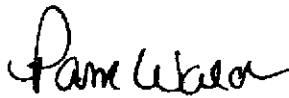
555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting Camelot Learning's Intervention Materials  
Bid Section 3 for \$71,104.00.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

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Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials  
Section 3a - K-Pre-Algebra Deluxe Math Kits

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

### Vendors Solicited

### Bid Price

<u>Mango Math Group</u>	<u>\$57,700.00</u>
_____	_____
_____	_____
_____	_____
_____	_____

Recommendation for Contract Award: Mango Math Group

Basis of Recommendation for Contract Award: Only bidder. This is also  
the recommendation of Pam Walden, Federal  
Programs Director. (See attached)

Submitted by:

Ami L. Weiss

Approved By:

Line Bowl

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Dearfield Way  
LaFollette, TN 37766

BRENT LESTER,  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

June 2, 2021

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

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112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. 843

555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting Mango Math's Intervention Materials Bid  
Section 3a for \$57,700.00.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

# RECORD OF BID SOLICITATION

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Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials  
Section 4- SRA + Early Reading Sets + Kits

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

## Vendors Solicited

## Bid Price

McGraw Hill LLC

\$225,989.07

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Recommendation for Contract Award: McGraw Hill LLC

Basis of Recommendation for Contract Award: Only bidder. This is also  
the recommendation of Pam Walden, Federal Programs

Director. (see attached)

Submitted by:

Amber White

Approved By:

\_\_\_\_\_

Lisa Bowls

\_\_\_\_\_

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER,  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

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STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

June 2, 2021

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

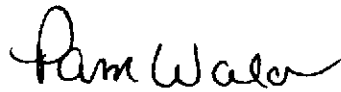
555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting McGraw Hill's Intervention Materials Bid  
Section 4 for \$225,989.07.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

# RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal



Informal

Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials  
Section 5- Math & Movement

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

Bid Price

Learn Thru Movement dba Math + Movement \$ 79,960.00

Recommendation for Contract Award: Learn Thru Movement dba Math + Movement

Basis of Recommendation for Contract Award: Only bidder. This is also the  
recommendation of Pam Walden, Federal Programs Director.

(See attached)

Submitted by:

Amie R. Wilson

Approved By:

Lisa Bowh

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
396 Middleboro Road  
LaFollette, TN 37766

June 2, 2021

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

Jennifer Fields  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

CRYSTAL CREEKMORE  
112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

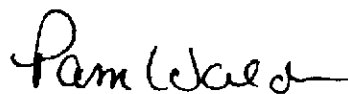
555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting Learn Thru Movement's Intervention  
Materials Bid Section 5 for \$79,960.00.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

# RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal ☒ Informal ☐

Date Bids Requested 5-27-21

Opened 6-2-11

Requisitioned By Pam Walden

Department Federal Programs

Item (s) Requested:

Intervention Materials

Section 6 - LLI Educational Book System Grades K-5

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

Bid Price

Heinemann

\$ 352,862.33

Recommendation for Contract Award: Heinemann

Basis of Recommendation for Contract Award: Only bidder. This is also  
the recommendation of Pam Walden, Federal Programs  
Director. (See attached)

Submitted by:

Amber White

Approved By:

Lisa Bowler



JOHNNY BYRGE, Chairman  
1006 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd.  
Jacksboro, TN 37757

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

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112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

June 2, 2021

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting Heinemann's Intervention Materials Bid  
Section 6 for \$352,862.33.

Sincerely,



Pam Walden

Federal Programs Director

Campbell County Board of Education

# RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal ☒

Informal ☐

Date Bids Requested 5-20-21

Opened 6-2-21

Requisitioned By Rita Goins

Department Material

Item(s) Requested:

Copy Paper - 550 cases

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

## Vendors Solicited

## Bid Price

American Paper + Twine

\$ 33.00 per case - Total \$18,150.00

Contract Paper Group

\$ 31.97 per case - \$17,583.50

Recommendation for Contract Award: Contract Paper Group

Basis of Recommendation for Contract Award: Lowest and best bid to

meet specifications. This is also the recommendation of

Rita Goins, Materials Supervisor. (See attached)

Submitted by:

Rita Goins

Approved By:

Lise Bowls

**To:** Lisa Bowlin  
**From:** Rita Goins  
**Subject:** Paper Bid  
**Date:** 6-03-2021

Lisa,

The recommendation for paper for the 2021-22 school year is Contract Paper Group at \$31.97 per case.

Thanks,

Rita Goins

Supervisor/Materials Center

## RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal ☒

Informal ☐

Date Bids Requested 5-27-21

Opened 6-2-21

Requisitioned By Robbie Heatherly

Department Janitorial/Maintenance

Item (s) Requested:

Janitorial Equipment

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

### Vendors Solicited

### Bid Price

Ellison Sanitary Supply

\$ 44,740.38

Kelsan, Inc.

\$ 36,462.02

Recommendation for Contract Award: Kelsan, Inc.

Basis of Recommendation for Contract Award: Lowest and best bid to  
meet specifications. This is also the recommendation  
of Robbie Heatherly, Assistant Director. (See attached)

Submitted by:



Approved By:

Lisa Bowler

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37766

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER,  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37766

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
Jacksboro, Tennessee 37757  
Phone: 423-562-8377, Fax: 423-566-7562

**Jennifer Fields**  
Director of Schools

FAYE HEATHERLY  
148 Colonial Heights  
LaFollette, TN 37766

JOSH JAMES  
140 Mountain View Rd  
Jacksboro, TN 37757

RONNIE LASLEY  
1102 Bruce Gap Road  
Caryville, TN 37714

CRYSTAL CREEKMORE  
112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

June 3, 2021

Mrs. Bowlin:

After review the bids opened on June 2, 2021 for janitorial equipment, I recommend that Kelsan be awarded the contract to supply the janitorial equipment listed in the bid. My recommendation is based on Kelsan being the lowest cost bidder.

Sincerely,



Robbie Heatherly  
Assistant Director  
Campbell County Schools

## RECORD OF BID SOLICITATION

Place Check Mark in Applicable Box:

Formal ☒ Informal ☐

Date Bids Requested 5-20-21

Opened 6-2-21

Requisitioned By Angie Wright

Department Maintenance/Janitorial

Item (s) Requested:

Custodial Supplies - 2021-2022 Fiscal Year

Account/Object Code Number: \_\_\_\_\_

P.O. Number (FMS Use): \_\_\_\_\_

Vendors Solicited

Bid Price

Ellison Sanitary Supply

\$ 38,795.76

Recommendation for Contract Award: Ellison Sanitary Supply

Basis of Recommendation for Contract Award: Only bidder. Also the  
recommendation of Angie Wright. (See attached)

Submitted by:

Angie B. Wright

Lisa Bowlin

Approved By:

\_\_\_\_\_

\_\_\_\_\_

JOHNNY BYRGE, Chairman  
1005 Rose Hill Drive  
LaFollette, TN 37766

JEFFREY MILLER, Co-Chair  
209 Glade Springs Road  
LaFollette, TN 37768

LISA FIELDS  
1049 Deerfield Way  
LaFollette, TN 37766

BRENT LESTER,  
180 S. Village Lane  
LaFollette, TN 37766

SHARON RIDENOUR  
386 Middlesboro Road  
LaFollette, TN 37768

## CAMPBELL COUNTY

# Board of Education

172 Valley Street  
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**Jennifer Fields**  
Director of Schools

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148 Colonial Heights  
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Caryville, TN 37714

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112 Old Standard Hollow Road  
Newcomb, TN 37819

STEVE MORGAN  
118 Whistle Creek Road  
Newcomb, TN 37819

June 2, 2021

Campbell County Department of Finance

Attn: Lisa Bowlin

P.O. Box 843

555 Main Street

Jacksboro, TN 37757

Lisa Bowlin,

Campbell County Board of Education recommends accepting Ellison's Sanitary Supply's Janitorial Supplies bid for \$38,795.76.

Sincerely,



Angie R. Wright

Secretary

Campbell County Board of Education

To: Mrs. Jennifer Fields, Director of Schools  
Mr. Jeff Marlow, Director of Finance  
Members of Campbell County Board of Education  
From: Vicki Woodard, School Nutrition Supervisor  
Date: May 20, 2021  
Re: Meal Charge Policy Amendment

I request the Meal Charge Policy for the Campbell County School Nutrition Program be amended as attached to begin the School Year 2021-22. The change in this amendment is to not allow adults to charge meals in our system. The system has an on line payment system – “My School Bucks” that will allow adults to place money in their secure account. They can check their balance and we can also provide any student or adult a history transaction report if requested.

Thank you for this consideration. Please address any questions concerning this policy to me at [vicki.woodard@ccpstn.net](mailto:vicki.woodard@ccpstn.net) or 865-776-9939.



## School Nutrition Department

Policy Agreement -	Between the Campbell County Board of Education and The Campbell County School Nutrition Program
Regarding -	Meal Charges
Board Approval -	November 1996
Amended-	October 10, 2006; September 2011; June 2014, August 2018; September 2019, June 2021

As provided in SP 46-2016, all school food authorities operating the federal school meal programs must have a written and clearly communicated meal charge administrative procedure in place.

Tennessee Internal School Uniform Accounting Policy Manual Section 8: Title 1:8-3: Charges. Uncollected charges must be recouped from other than school nutrition program funds. Uncollected charges should be the responsibility of the board of education through direct payment, board of education allocation funds, or other such funds. Student activity funds should not be used.

The Campbell County School Nutrition Program beginning the 2014-15 school year, will operate the Community Eligibility Provision provided by USDA in which all students will receive a breakfast and a lunch meal at no charge. This provision will continue for an additional four years beginning school term 2018-19.

Current outstanding meal charges will continue to be collected; however, the system should not incur more charges from students or adults. Ala carte items or second meals will continue to be sold. Students/Adults may purchase ala carte items by providing money at the cashier stand or having money in their accounts. The on line payment system will continue to be used for parents to check their child's meal history and to add money to the child's account. **Meals or Ala carte items may not be charged by students or adults..**

If a student or adult continues to have an outstanding meal charge at the end of the school year, the household may request a repayment plan that will include payment levels and due dates appropriate to a household's particular circumstances. Contact the school nutrition supervisor for establishing a repayment plan. If money is left in an account, a person may submit a request for a refund by contacting the school nutrition office. When a student or adult is ready to leave the system, the debt must be paid.

Money may be placed in the students or adult account as follows:

1. Money may be added to an account at the register any day of operation. The cafeteria computerized cash register system has the capability to make and record transactions in advance. Students and adults have an individual account with an identification code number for tracking purposes.
2. If money is added by check, a separate check should be given for each child in the family. No two party checks are accepted and change will not be given from a check presented for a student's account.
3. Money may be added by the on-line payment system. Information is on the school nutrition web page. These accounts may be set up for students and adults.

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Vicki Woodard, School Nutrition Supervisor

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Date

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Mrs. Jennifer Fields, Director of Schools

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Date

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Mr. Johnny Bruce, Chairman  
Campbell County Board of Education

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Date

**STATE OF TENNESSEE  
DEPARTMENT OF EDUCATION  
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU), by and between the State of Tennessee, Department of Education, hereinafter referred to as "TDOE" and Campbell County Schools, hereinafter referred to as "LEA," is to outline specific roles and responsibilities in support of the TDOE in the Grow Your Own grant, as further defined in the "LEA RESPONSIBILITIES AND EXPECTATIONS."

**A. LEA RESPONSIBILITIES AND EXPECTATIONS:**

- A.1. TDOE is establishing a grant with Lincoln Memorial University (the university) to partner with LEAs in a Grow Your Own Partnership, resulting in coursework, initial teaching licensure, and licensure recommendation in one or more approved K-12 Physical Education, K-12 Visual Art, K-8 SPED, and 6-12 SPED endorsement areas for selected educators from that LEA. The LEA has opted to partner with the university for the opportunity to submit educator applicants for participation.
- A.2. The LEA understands that selection of participants is based on the partnering university's internal review process and participants must adhere to university admissions requirement. As such, LEA participation in the Grow Your Own grant is not guaranteed. Further, the LEA is expected to comply with all terms and conditions of its partnership agreement with the partnering university.
- A.3. If the LEA nominates participants for the program, and the application is selected by the university, the LEA shall complete the following as part of their participation in the residency portion of the program:
- a. LEAs must employ participants as education assistants, as part of the multi-year residency, who serve in classrooms with highly effective teachers who serve as clinical mentors.
  - b. In the education assistant role, participants may engage in instructional activities such as co-teaching, planning for instruction, small groups, RTI, professional learning communities, or grading.
  - c. In the education assistant role, participants may not be assigned non-instructional duties during the instructional day such as lunchroom monitoring, substitute teaching, study hall, office duty, or in-school suspension. This MOU does not limit duties assigned before or after the regular school day.
- A.4. The LEA understands that the partnering university will cover costs for one licensure exam sitting per participant, and the participant or LEA will be responsible for additional sittings.
- A.5. The LEA shall ensure that the following surveys are completed by all participants in the program:

Survey Title	Frequency / Time of Administration	Survey Taker	Description
Pre-program candidate survey	<b>Once</b> , before the start of the program	All candidates	This survey will request information about the candidate's intention to teach before receipt of GYO grant, the expected reduction of burden (cost, support, etc.) as a result of participation in GYO program, prior

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			experiences with teaching, and general goals or intentions for training.
Residency Survey	<b>Twice</b> , upon placement into a residency & upon completion of the residency.	Undergraduate program candidates	This survey will request information about the candidate's experiences the program, level of satisfaction with training and mentoring, experiences with specific components such as dual certification and SPED endorsements, assistance and resources received as a result of the program, and the extent to which candidate feels prepared to begin teaching, length of residency.
Supervisor Survey	<b>Once</b> , one year into placement of a residency	The lead teacher and/or principal	This survey will request information from the supervisors (the lead teacher & the principal) of the candidate's capacities for teaching, their perceptions of the candidate's training, and the extent to which they believe the candidate is better or worse prepared than comparable teaching candidates from non-GYO programs

**B. TERM OF MOU:**

This MOU shall be effective 08/01/2021 ("Effective Date") and ending on 06/30/2023 ("Term"). The State shall have no obligation for goods or services provided by the Grantee prior to the Effective Date.

**C. COMMUNICATIONS AND CONTACTS:**

- C.1. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this MOU shall be in writing by EMAIL. Any such communications shall be addressed to the respective party at the appropriate EMAIL address, as set forth below or to that of such other party or address, as may be hereafter specified by EMAIL notice.

**TDOE:**

Ben Gagne-Maynard, Director of Special Projects – Office of Human Capital  
Tennessee Department of Education  
9th Floor Andrew Johnson Tower  
710 James Robertson Pkwy  
Nashville, TN 37243  
Ben.Gagne-Maynard@tn.gov  
Telephone # (615) 917-2817

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LEA:

Campbell County Schools  
Jennifer Fields, Director of Schools  
522 Main Street  
Jacksboro, TN 37757  
423-562-8377  
jennifer.fields@ccpstn.net

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- C.2. Subject to Funds Availability. The TDOE's Grant Contract with the partnering university is subject to the appropriation and availability of State or federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the TDOE reserves the right to terminate this MOU upon written notice to the LEA. The TDOE's exercise of this right to terminate shall not constitute a breach of MOU by the State and the LEA shall have not right of recovery against the State.
- C.3. Termination for Convenience. Either Party may terminate this MOU without cause for any reason. A party's exercise of its right to terminate this MOU for convenience shall not be deemed a breach of MOU by either Party. The terminating Party shall give the other Party at least thirty (30) days written notice before the termination date. A Party's exercise of its right to terminate shall not constitute a breach of MOU and the Parties shall have not right of recovery against each other. Notwithstanding the above, the LEA understands that continued participation in the Grow Your Own Partnership requires both a partnership agreement with the partnering university and an executed MOU with the TDOE.

**IN WITNESS WHEREOF,**

**CAMPBELL COUNTY SCHOOLS:**

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**LEA SIGNATURE**

**DATE**

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**PRINTED NAME AND TITLE OF LEA SIGNATORY (above)**

**TENNESSEE DEPARTMENT OF EDUCATION:**

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**PENNY SCHWINN, COMMISSIONER**

**DATE**