

***Marion County Board of Education***

204 Betsy Pack Drive  
Jasper, Tennessee 37347

**Mark A. Griffith**  
Director of Schools

Telephone (423) 942-3434  
Fax (423) 942-4211

**Items Added to the Consent Agenda**

1. Request Approval of Bid from Integrated Builds, LLC to Construct AG Labs at Marion County High School and Whitwell High School  
*Dr. Griffith*
2. Request Approval of Matching Sponsorship of \$500.00 for Whitwell Middle School Pollinator Garden  
*Dr. Griffith*
3. Request Approval of Proposal for The Children's Holocaust Memorial to Partner with One Clip at a Time, and Collection Specialist Austin Center for Continued Preservation  
*Dr. Griffith*
4. Request Approval to Renew District-Wide Remind 101 Using Federal Funds  
*Sarah Ziegler*
5. Request Approval to Deem Auditorium Seating at Whitwell High School Disposable Surplus Property  
*Dr. Griffith*
6. Request Approval of Recommendation of Tenure for 2025 *Tanya Tate*
7. Approve School Sports Schedules:  
Monteagle Elementary School – Basketball

# LEWIS GROUP ARCHITECTS

08 September, 2025

Dr. Mark Griffith  
Marion County Schools  
204 Betsy Pack Dr  
Jasper, TN 37347

Re: BID AWARD RECOMMENDATION

Projects: Ag Labs - Marion County High School & Whitwell High School

LGA # 24014.1

Dear Dr. Griffith,

Based on our evaluation of the bids and Value Engineering re-estimation provided by the lowest bidder, LGA recommends that Marion County Schools enter into contract with Integrated Builds for the Projects.

The *original base bid* for the **Marion County High School Ag Lab** was \$821,300.00. Through a value engineering effort with the lowest bidder, the current project estimate is \$576,300.00. The proposed contract period is 210 days.

The *original base bid* for the **Whitwell High School Ag Lab** was \$890,700.00. Through a value engineering effort with the lowest bidder, the current project estimate is \$594,900.00. The proposed contract period is 210 days.

If there are questions or additional information is needed, please reach out. LGA is grateful for the opportunity to work with Marion County Schools, and we are excited to see this project move forward.

Sincerely,



Douglas Caywood, AIA, NCARB, CDT

cc: Craig Lewis  
Jason Sowell  
Sherry Prince  
Randy Gilliam

**SECTION 00 41 00 - BID FORM**

TO: Marion County Schools  
204 Betsey Pack Drive, Jasper, TN 37347

FROM: Integrated Builds, LLC  
1310 East End Avenue, Chattanooga, TN 37412

FOR: **Ag Lab for Marion County High School**  
160 Ridley Drive, Jasper, TN 37347

**Ag Lab for Whitwell High School**  
200 Tiger Trail, Whitwell, TN 37397

Pursuant to and in compliance with the Invitation to Bid, the Instructions to Bidders, and other documents relating thereto, the undersigned hereby proposes to furnish all labor and materials and perform all work for complete for construction as required by, and in strict conformance with, the Contract Documents consisting of the Drawings, the Project Manual, and

Addendum No. 1 dated 5/23/2025      Addendum No.      dated                       
Addendum No. 2 dated 5/30/2025      Addendum No.      dated                       
Addendum No. 3 dated 8/25/2025      Addendum No.      dated                     

In submitting this bid the Bidders acknowledge that they have received, read, and understand the bid documents, have visited the site and become familiar with conditions under which work will be performed, have correlated observations with requirements of Bid Documents, and make this bid in accordance therewith.

In submitting the Bid, the Bidder agrees to:

1. Honor this bid for 90 days from date of bid opening.
2. Enter into and execute a contract if presented on the basis of this bid and furnish certificate(s) of insurance, bonds and other documents related to the contract as required by the Bidding Documents.
3. Accomplish work in accordance with the Contract Documents.
4. **Achieve Substantial Completion and Temporary Certificate of Occupancy for Marion County High School Ag Lab within 210 days from Notice To Proceed. All work shall be completed prior to May 1, 2026.**
  - a. Estimated start date: 2 weeks after NTP
5. **Achieve Substantial Completion and Temporary Certificate of Occupancy for Whitwell High School Ag Lab within 210 days from Notice To Proceed. All work shall be completed prior to May 1, 2026.**

- a. Estimated start date: 2 weeks after NTP
6. Achieve Substantial Completion of the Work in accordance with the number of calendar days Contract Time set forth, allotted from and including the date stipulated in the Notice to Proceed; and, accept the conditions for Liquidated Damages in the amount of \$500 per calendar day.
  7. Perform additional work by Change Order under the terms of the contract using the actual cost of the work plus ten percent (10%) for overhead and five percent (5%) for profit.
  8. Have a drug free workplace program as required by the "Drug-Free Workplace Affidavit". Attach a fully executed affidavit with the Bid Form.
  9. Contractor shall comply with Public Chapter 587 of 2007, as codified in Tennessee Code Annotated Section 49-5-413, which requires all contractors to facilitate a criminal history records check conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation for each employee prior to permitting the employee to have contact with students or enter school grounds when students are present.

Complete the Work of the **Base Bid for Marion County High School Ag Lab** for this project for the Lump Sum of:

FIVE HUNDRED SEVENTY-SIX THOUSAND THREE HUNDRED and 00 /100ths Dollars  
(Amount shown in both words and figures) \$ 576,300.00

Complete the Work of the **Alternate 1 for Marion County High School Ag Lab** for this project for the Lump Sum of:

TWELVE THOUSAND NINE HUNDRED & TWENTY-SIX and 00 /100ths Dollars  
(Amount shown in both words and figures) \$ 12,926.00

Complete the Work of the **Alternate 2 for Marion County High School Ag Lab** for this project for the Lump Sum of:

THREE THOUSAND EIGHT HUNDRED & FIFTY-TWO and 00 /100ths Dollars  
(Amount shown in both words and figures) \$ 3,852.00

Complete the Work of the **Alternate 3 for Marion County High School Ag Lab** for this project for the Lump Sum of:

FOUR THOUSAND SIX HUNDRED & FORTY-FOUR \_\_\_\_\_ and 00 /100ths Dollars

(Amount shown in both words and figures)

\$ 4,644.00

List of Unit Prices: Marion County High School Ag Lab				
Item	Base Quantity	Unit	Unit Price Per Unit	Description
1	200	CY	\$40.70	Unsuitable Soils: Mass undercut and refill with suitable soils
2	200	CY	\$77.10	Unsuitable Soils: Mass undercut and refill with stone
3	100	CY	\$77.10	Unsuitable Soils Trenching: Undercut and refill with stone.

Complete the Work of the **Base Bid** for **Whitwell High School Ag Lab** for this project for the Lump Sum of:

FIVE HUNDRED NINETY-FOUR THOUSAND NINE HUNDRED \_\_\_\_\_ and 00 /100ths Dollars

(Amount shown in both words and figures)

\$ 594,900.00

Complete the Work of the **Alternate 1** for **Whitwell High School Ag Lab** for this project for the Lump Sum of:

TWELVE THOUSAND NINE HUNDRED & TWENTY SIX \_\_\_\_\_ and 00 /100ths Dollars

(Amount shown in both words and figures)

\$ 12,926.00

Complete the Work of the **Alternate 2** for **Whitwell High School Ag Lab** for this project for the Lump Sum of:

THREE THOUSAND EIGHT HUNDRED & FIFTY-TWO \_\_\_\_\_ and 00 /100ths Dollars

(Amount shown in both words and figures)

\$ 3,852.00

Complete the Work of the **Alternate 3** for **Whitwell High School Ag Lab** for this project for the Lump Sum of:

FIVE THOUSAND & NINETY \_\_\_\_\_ and 00 /100ths Dollars

(Amount shown in both words and figures)

\$ 5,090.00

List of Unit Prices: Whitwell County High School Ag Lab				
Item	Base Quantity	Unit	Unit Price Per Unit	Description
1	200	CY	\$40.70	Unsuitable Soils: Mass undercut and refill with suitable soils
2	200	CY	\$77.10	Unsuitable Soils: Mass undercut and refill with stone
3	100	CY	\$77.10	Unsuitable Soils Trenching: Undercut and refill with stone.

NAME OF COMPANY Integrated Builds, LLC

SIGNED BY *R Lewis*

03/19/1996

DATE: MM/DD/YYYY

NAME: Reid Lewis

Estimator

TITLE

BIDDER'S ADDRESS 1310 East End Avenue

STREET

Chattanooga

TN

37412

CITY

STATE

ZIPCODE

TELEPHONE 423-643-8448

CONTRACTOR'S LICENSE NO: 60948

Dollar Limit: Unlimited

EXPIRATION DATE: 10 / 31 / 2025 MM / DD / YYYY

**END OF SECTION**

## SECTION 01 23 00 - ALTERNATES

### PART 1 - GENERAL

- A. This Section includes administrative and procedural requirements for alternates.

#### 1.2 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
1. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

#### 1.3 PROCEDURES

- A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

### PART 2 - PRODUCTS (Not Used)

### PART 3 - EXECUTION

#### 3.1 SCHEDULE OF ALTERNATES

- A. Alternate No. 1:
1. Work shall include the addition of a new overhead fan for each Ag Lab. Refer to Mechanical and Electrical drawings.
- B. Alternate No. 2:

1. Work shall include providing high performance coating for the concrete slab in lieu of base penetrating sealer. Refer to Section 03 35 11 Concrete Floor Finishes.
- C. Alternate No. 3:
1. Work shall include providing a 5' x 12' heavy duty concrete pad at the overhead door entry in lieu of compacted gravel.
- D. Refer to Section 00 41 00 - BID FORM.

**END OF SECTION**





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## Budget Overview

Marion County (580) Public District - FY 2026 - Innovative School Models (ISM) - Rev 0 - Innovative School Models

Go To

Filter by Location: Marion Co High School (580-0025) - \$706,456.02

Show Unbudgeted Categories

Line Item Number	Account Number	71300 - Vocational Education Program	72230 - Support Services/Vocational Education Program	76100 - Regular Capital Outlay	Total
189 - Other Salaries & Wages		0.00	9,927.00	0.00	9,927.00
201 - Social Security		0.00	615.00	0.00	615.00
204 - State Retirement		0.00	573.00	0.00	573.00
207 - Medical Insurance		0.00	2,474.00	0.00	2,474.00
212 - Employer Medicare		0.00	144.00	0.00	144.00
304 - Architects				68,500.00	68,500.00
399 - Other Contracted Services			0.00	30,000.00	30,000.00
706 - Building Construction		<i>Terrace, Survey, etc</i>		564,862.00	564,862.00
730 - Vocational Instruction Equipment		29,361.02			29,361.02
<b>Total</b>		<b>29,361.02</b>	<b>13,733.00</b>	<b>663,362.00</b>	<b>706,456.02</b>

Prince, Sherry

Production Session Timeout (Hide Timer) 00:29:54

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Prince, Sherry

Production

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00:29:59

## Budget Overview

Marion County (580) Public District - FY 2026 - Innovative School Models (ISM) - Rev 0 - Innovative School Models

Go To

Filter by Location:  Show Unbudgeted Categories

Line Item Number	Account Number	72230 - Support Services/Vocational Education Program	76100 - Regular Capital Outlay	Total
189 - Other Salaries & Wages		9,927.00	0.00	9,927.00
201 - Social Security		615.00	0.00	615.00
204 - State Retirement		573.00	0.00	573.00
207 - Medical Insurance		2,475.00	0.00	2,475.00
212 - Employer Medicare		144.00	0.00	144.00
304 - Architects			60,500.49	60,500.49
399 - Other Contracted Services			30,000.00	30,000.00
706 - Building Construction			577,055.00	577,055.00
<b>Total</b>		13,734.00	667,555.49	681,289.49

*Telligon Surveys etc*

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Prince, Sherry

Production  
 Session Timeout (Hide Timer)  
 00:29:59

## Budget Overview

Marion County (580) Public District - FY 2026 - Innovative School Models (ISM) - Rev 0 - Innovative School Models

Go To

Filter by Location: South Pittsburg High School (580-0055) - \$578,016.47

Show [Unbudgeted Categories](#)

Line Item Number	Account Number	71300 - Vocational Education Program	72230 - Support Services/Vocational Education Program	72710 - Transportation	76100 - Regular Capital Outlay	Total
189 - Other Salaries & Wages	6,731.00	9,927.00	0.00	0.00	0.00	16,658.00
201 - Social Security	417.00	615.00	0.00	0.00	0.00	1,032.00
204 - State Retirement	388.00	573.00	0.00	0.00	0.00	961.00
207 - Medical Insurance	0.00	2,474.00	0.00	0.00	0.00	2,474.00
212 - Employer Medicare	98.00	144.00	0.00	0.00	0.00	242.00
304 - Architects						33,113.00
399 - Other Contracted Services	<i>Territor Services</i>	0.00	0.00	1,000.00	30,000.47	31,000.47
471 - Software		3,233.00	0.00			3,233.00
706 - Building Construction	<i>Reconstruction</i>	10,867.00	13,733.00	1,000.00	489,303.00	489,303.00
<b>Total</b>					<b>552,416.47</b>	<b>578,016.47</b>

Go To

**Subject:** WMS Pollinator Garden

**From:** "Bradford, Elizabeth Danielle" <elowrey@utk.edu>

**To:** Mark Griffith <mgriffith@mctns.net>

**Cc:** Ruby Gamble <rgamble@mctns.net>

**Date:** Tuesday, 09/09/2025 9:09 AM

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Good morning,

I've been working with Ms. Patterson and Dr. Holtcamp at Whitwell Middle about starting a pollinator garden on their campus. I have found a grant that will award up to \$500 for first-time gardens, but they are asking for matching sponsorships.

I am reaching out to see if the school board would be willing to match the grant if we are awarded funding.

Thanks!

**Dannie Lowrey Bradford MS PAS**

County Director & Extension Agent III

UT TSU Extension Marion County

302 Betsy Pack Dr

Jasper, TN 37347

423-942-2656 Office

[elowrey@utk.edu](mailto:elowrey@utk.edu) | [ag.tennessee.edu](http://ag.tennessee.edu)

*Approved to proceed:*



*9-10-2025*

**UT EXTENSION**  
INSTITUTE OF AGRICULTURE  
THE UNIVERSITY OF TENNESSEE



**Subject:** Re: Proposal for Board Agenda

**From:** Ruby Ledford <rbyledford@mctns.net>

**To:** Joshua Holtcamp <jholtcamp@mctns.net>

**Date:** Tuesday, 09/09/2025 1:43 PM

---

Good afternoon,

I will give the proposal to Dr. Griffith for review and approval.

Thank you,

***Ruby Ledford***

***Executive Assistant to the Director of Schools***

***Board Secretary***

***Marion Co. Board of Education***

***204 Betsy Pack Drive***

***Jasper, TN 37347***

***(423)-942-3434 ext. 2001***

On Tuesday 09/09/2025 at 1:38 pm, Joshua Holtcamp wrote:

Attached is a proposal for The Children's Holocaust Memorial to partner with One Clip at a Time, Alison Lebovitz and Consultant Austin Center for continued preservation.

[ Image ]

## **Children's Holocaust Memorial – Whitwell Middle School**

### Board of Education Overview

#### **Background**

- Nearly 400 authentic Holocaust artifacts now housed at Whitwell Middle School.
- Represents donations, loans, and private collections.
- A nationally significant educational resource for students and the community.

#### **Need**

- Growing collection requires professional support for:
  - Cataloging & conservation
  - Proper exhibition & storage
  - Expanded curriculum integration

#### **Proposal**

Through partnership with One Clip at a Time, Alison Lebovitz & Art and Artifact Collection Specialist, Consultant Austin Center:

- Secure funding through grants, donations, and foundations
- Implement best practices in artifact care & collections management
- Enhance curriculum with student engagement in museum practices
- Broaden impact through community exhibitions and storytelling

#### **Student Benefits**

- Hands-on learning in museum & research practices
- Access to a professional-quality educational resource in their own school
- Deepened understanding of history, empathy, and remembrance

#### **Conclusion**

By partnering with One Clip at a Time and Collection Specialist Austin Center, Whitwell Middle School will safeguard artifacts, enrich education, and expand community impact, ensuring this living memorial teaches lessons of history and humanity for generations to come.

# memo

**Marion County Board of Education**

To: Marion County School Board

From: Sarah Ziegler

CC: Dr. Mark Griffith

Date: September 9, 2025

Re: Renewal Purchase of District-Wide Remind 101



Please approve the renewal purchase of the district-wide Remind 101 account for the '25-'26 school year in the amount of \$21,750.95 to be funded through Title V.

Sincerely,

Sarah Ziegler



# Marion County Schools - 2025 Remind Renewal

**Pricing Term Start Date:** September 20, 2025 | **Pricing Term End Date:** September 19, 2026  
| **Quote Create Date:** September 8, 2025 | **Reference:** 20250908-113333434

**Marion County, TN - 4702640**  
204 Betsy Pack DR  
Jasper, TN 37347  
United States

**Sarah Ziegler**  
sziegler@mctns.net

## Comments

Yasmina Protzuk - Customer Success Manager Parentsquare, Inc.

## Products and Services

Item & Description	Billing Start Date	Term (Months)	Quantity	Unit Price	Total
Remind Hub: Plus Plan	09/20/2025	1Y	3991	\$5.45	\$21,750.95 annually



Item & Description	Billing Start Date	Term (Months)	Quantity	Unit Price	Total
Remind Hub: Plus Plan	09/20/2025	1Y	3991	\$5.45	\$21,750.95 annually

# Totals

## Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

**Sarah Ziegler**  
sziegler@mctns.net

Signed

**Ben McCarthy**  
ben.mccarthy@parentsquare.com

Verify account

**Quote expires: October 8, 2025**

### Purchase Terms

Product, School, and District ("B Services") are subject to the Terms and Conditions of the ParentSquare Terms of Service Agreement available at [www.parentsquare.com/agreement](http://www.parentsquare.com/agreement) and hereby accepted by returning of the District form ("ParentsSquare License Agreement").

By executing this Order form, the District hereby agrees to the Terms and Conditions of the ParentSquare Terms of Service Agreement and to the ParentsSquare License Agreement, and will also be

# Totals

## Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

**Sarah Ziegler**

sziegler@mctns.net

**Ben McCarthy**

ben.mccarthy@parentsquare.com

**Quote expires: October 8, 2025**

### Purchase Terms

District/School Agreement -- The Services are subject to the terms contained in this Order Form and School Agreement which are located at [www.parentsquare.com/parentsquare-agreement](http://www.parentsquare.com/parentsquare-agreement), and incorporated by reference into this Order Form ("ParentSquare School Agreement").

By executing this Order Form, the undersigned certifies that (i) the undersigned is a duly authorized agent of District/School, and (ii) the undersigned has read the ParentSquare School Agreement and will take all reasonable measures to enforce them within the District/School.

*NOTE: Pricing above does not reflect ParentSquare's right to increase pricing as set forth in the ParentSquare School Agreement. Pricing above also does not include applicable tax, which will be applied upon invoicing.*

Privacy Policy -- The ParentSquare Privacy Policy may be reviewed here - <https://www.parentsquare.com/privacy>

Terms of Use -- The ParentSquare Terms of Use may be reviewed here - <https://www.parentsquare.com/terms>

**MARION COUNTY DEPARTMENT OF EDUCATION**  
**REQUISITION FOR PURCHASE**

Department or School Federal Programs  
204 Betsy Pack Drive  
Jasper, TN 37347

Requisition Number \_\_\_\_\_  
 Date Issued \_\_\_\_\_  
 Fund 142  
 Sub Fund 501  
 Function 72130  
 Cost Center \_\_\_\_\_  
 Object Code 399

Attn: Sarah Ziegler  
 (PLEASE TYPE OR PRINT)

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT	PURCHASE ORDER NO.	VENDOR
3,991		Remind Renewal	5.45	21,750.95		
				0.00		Remind
				0.00		
				0.00		
				0.00		
				0.00		
				0.00		
				0.00		
				0.00		
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				0.00		
				0.00		
				0.00		
				0.00		
				0.00		
				0.00		
				0.00		
		Shipping				
		Total		21,750.95		

Requisitioned by:  
Shelley Beason

Approved by:  
Sarah Ziegler  
 School Principal  
 Director

AW

**Subject:** Fwd: request

**From:** Mark Griffith <mgriffith@mctns.net>

**To:** Ruby Gamble <rgamble@mctns.net>

**Date:** Thursday, 09/11/2025 6:22 AM

---

For board agenda please.....Thank you

**Mark A. Griffith**

*Director of Schools*

Marion County Board of Education

204 Betsy Pack Drive

Jasper, TN 37347

(423)942-3434, office

(423)942-4210, fax

--- Original message ---

**Subject:** request

**From:** Teena Casseday <tcasseday@mctns.net>

**To:** Mark Griffith <mgriffith@mctns.net>

**Date:** Wednesday, 09/10/2025 11:36 AM

Requesting board approval:

The auditorium seating to be deemed disposable.

Teena Casseday

2025 Tenure List

**Jasper Elementary**

Ashten Simmons

**Monteagle Elementary**

Nora Barnes

**South Pittsburg Elementary**

Shawna Andry

Megan Long

Lindsay Childers

Mary Godsby

Deborah Minor

Heather Chaffin

Judith Condon

**Whitwell Elementary**

Kayla Lewis

**Jasper Middle**

Jana Massengale

**Marion County High**

Kelly McElhiney

Brett Evans

Deanne Kopanke-Wallin

**South Pittsburg High**

Tab McNabb

John Genter

Cassadi Shadden

Anthony Blake Patterson

Jessica Delgado

**Whitwell High**

Scot Shankles

Ashley Chapman

Stephanie Worley

## 2025 Basketball Schedule

October 23rd: South Pittsburg @ MES (Home Game)

October 27th: MES @ Whitwell

October 30th: Whitwell @ MES (Home Game)

November 6th: Tracy @ MES (Home Game)

November 10th: Pelham @ MES (Home Game)

November 13th: MES @ North

November 17th: Swiss @ MES (Home Game)

November 18th: MES @ South Pittsburg

November 20th: MES @ SAS

December 2nd: MES @ Tracy

December 4th: MES @ Pelham

December 9th: North @ MES (8th Grade Night)

December 11th: MES @ Swiss

Super 6 Tournament is tentatively scheduled for December 16th-21st.