

# Regular Board Meeting

September 9, 2024 6:00 PM

MCBOE

1. Election of Chairman, Vice Chairman, Chairman Pro-Tem	Jacob Sorrells
2. Agenda	Julie Keny Cathey
3. Citizen to address the Board	
4. Recognitions	
1. Forrest - perfect test scores	Jacob Sorrells, Angie Phifer
2. MES - perfect test scores	Jacob Sorrells, Nicky Randolph
5. Public Comment	
6. Coordinated School Health Update	Jacob Sorrells, Veronica Davenport
7. Annual Agenda	
1. Establish Times and Dates for Monthly Board Meetings	
2. Committees for 2024-2025	
8. Committee Reports/Schedule Committee Meetings	
9. Consent Agenda	
1. Minutes	
2. MCHS Travel Request (Lake Beuna Vista, Florida)	
10. Bus Bids	Jacob Sorrells, Tres Beasley, Jeremy Austin, Chris Lowe
11. FHS Concession Stand Bids	Jacob Sorrells, Chris Lowe, Dwayne Robinson
12. Federal Budget Revision	Jacob Sorrells, Chris Lowe
1. ESSER 3.0 Revision #1	
13. New Business	
14. Director's Report	Jacob Sorrells
1. HQIM Literacy Implementation Grant 2024-2025	Jacob Sorrells, Chris Lowe
15. Adjourn	Julie Keny Cathey
16. FYI	
1. Approved Fundraisers	
2. Free and Reduced	
3. Monthly Financial Reports	
4. Travel Requests	
5. Use of Facility Requests	

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Method of Election of Officers</b>	Descriptor Code: <b>1.200</b>	Issued Date: <b>10/12/99</b>
		Rescinds: <b>BBAA</b>	Issued: <b>08/13/93</b>

1 At the first regular meeting in September each year, the Board shall organize by electing a chairman<sup>1</sup> and  
2 a vice chairman to serve one-year terms or until a successor is named. In the event that an officer's seat  
3 on the board is vacated, the Board shall elect a successor to serve the remainder of the officer's term. Each  
4 board officer shall be eligible for re-election.

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6 If no officer of the Board is serving at the time of the organizational meeting, any member shall call the  
7 meeting to order and preside until a chairman is elected as the first order of business.

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9 If the office of chairman is vacated prior to the expiration of the annual term, the vice chairman shall  
10 assume all responsibilities of the chairman until a new chairman is elected.

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Legal Reference:

1. TCA 49-2-202(c)(2)

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Duties of Officers</b>	Descriptor Code: <b>1.201</b>	Issued Date: <b>10/12/99</b>
		Rescinds: <b>BBAB</b>	Issued: <b>08/13/93</b>

## CHAIRMAN

The chairman of the Board shall have the following duties:

1. To assist the director of schools in preparing meeting agendas;
2. To preside at all meetings of the Board;<sup>1</sup>
3. To appoint committees authorized by the Board;<sup>1</sup>
4. To function as chairman of the executive committee;<sup>1</sup>
5. To countersign all warrants authorized by the Board and issued by the director of schools for all expenditures of the school system;<sup>1</sup>
6. To conduct Board hearings;<sup>2</sup>
7. To prepare the school budget with the director of schools;<sup>3</sup>
8. To authorize the use of mechanical checkwriting equipment;<sup>4</sup>
9. To certify the value of surplus property valued less than \$250;<sup>5</sup> and
10. To carry out other such duties as may be assigned by the Board.

## VICE CHAIRMAN

The vice chairman shall assume the duties of the chairman in his/her absence or function as the chairman until a new chairman can be elected in the event the chairman is incapacitated or the office becomes vacant.

## SECRETARY

The director of schools, as the executive officer of the Board, shall serve as secretary to the Board. He/she shall conduct all correspondence of the Board, keep and preserve all of its records, receive all reports acquired by the Board, and see that such reports are in proper form. He/she has the right to advise on any question under consideration but has no vote.

The Board may assign the keeping of the minutes to a clerk; however, the responsibility resides with the director of schools.

## CHAIRMAN PRO TEM

A chairman pro tem shall be elected to preside during a meeting when neither the chairman nor the vice chairman is present.

Legal References:

1. TCA 49-2-205
2. TCA 49-5-512(5)(6)
3. TCA 49-2-203(10)(A)(1)
4. TCA 49-2-113
5. TCA 49-6-2007

Cross References:

Role of the Board of Education 1.101

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Agendas</b>	Descriptor Code: <b>1.403</b>	Issued Date: <b>11/09/20</b>
		Rescinds: <b>1.403</b>	Issued: <b>11/10/11</b>

The Executive Committee of the Board shall be responsible for developing an agenda for each board meeting. Any board member may recommend items to be placed on the agenda for discussion. The particular order may vary from meeting to meeting in keeping with the business at hand.

The agenda (which shall include the consent agenda), together with supporting materials, shall be given to board members at least one (1) day prior to the scheduled date of the meeting. The agenda shall be available for public inspection when it is distributed to the board members. At the beginning of each meeting the Board shall, by a majority vote, approve changes in the agenda for the meeting, which may involve the addition to or deletion of items previously included on the agenda. The Board, however, may not revise board policies or adopt new ones, unless such action has been scheduled.

Staff members or citizens of the district may suggest items for the agenda by presenting proposed items to the director of schools or the chairman of the Board.

For items to be considered on the agenda, they must be received in the director of schools' office at least seven (7) business days prior to the scheduled date of the meeting. The person(s) requesting an item on the agenda shall forward any background information to the director of schools' office so that the material will be included in the delivery to the board members prior to the meeting.

The agenda for regular meetings shall ordinarily allow suitable time for the remarks of those members of the public who wish to speak.

Citizens wishing to address the Board must follow guidelines set forth in policy *Appeals to and Appearances Before the Board* (1.404)

## **CONSENT AGENDA**

While developing the agenda, the chair and director of schools shall identify routine or non-controversial items to be placed on the consent agenda, which shall become a part of the regular agenda. If any member objects to including an item on the consent agenda, that item shall be moved to the regular agenda as an action item requiring discussion. The remaining consent items may be adopted in a single vote without discussion.

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# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Appeals to and Appearances Before the Board</b>	Descriptor Code: <b>1.404</b>	Issued Date: <b>07/10/23</b>
		Rescinds: <b>1.404</b>	Issued: <b>10/08/12</b>

## 1 APPEALS TO THE BOARD

2 Any matter relating to the operation of the school system may be appealed to the Board. However, the  
3 Board desires that all matters be settled at the lowest level of responsibility and will not hear complaints  
4 or concerns which have not advanced through the proper administrative procedure from the point of  
5 origin.

6 If all administrative channels have been pursued and there is still a desire to appeal to the Board, the  
7 matter shall be referred in writing and the Board shall determine whether to hear the appeal.

## 8 APPEARING BEFORE THE BOARD

9 The executive committee may place individuals on the agenda. Other individuals desiring to appear  
10 before the Board must submit a written request with descriptive materials to the office of the director of  
11 schools seven (7) business days before the meeting. If the request is approved by the Executive  
12 Committee, the item will be placed on the agenda. Individuals placed on the agenda will be recognized  
13 at the meeting and given three minutes to speak. The public may address the board about any concerns  
14 except personnel matters, which are the responsibility of the director of schools.

15 The Board may, at its discretion, waive the seven day rule in case of a situation which makes such notice  
16 impractical or impossible.

17 Delegations must select only one individual to speak on their behalf unless otherwise determined by the  
18 Board.

19 Guidelines for individuals who address the Board:

- 20 1. Those requesting to speak to the Board must have documented evidence that they have followed  
21 the chain of command in addressing this issue.
  - 22 2. Each person speaking shall state his/her name, address, and subject of remarks.
  - 23 3. Individuals speaking to the Board will address their remarks to the chair.
  - 24 4. Individuals may address the Board only on items that the Board can take action on.
  - 25 5. No response is necessary by the Board or any board member.
  - 26 6. If appropriate, the Board or the director of schools will respond at a later date.
  - 27 7. Time is not transferable to another individual.
  - 28 8. Name calling, personal attacks, profanity, threats, verbal abuse, or disruption of the orderly  
29 meeting process will result in the individual or group being asked to leave the meeting.
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1 Individuals desiring additional information about any item on the agenda shall direct such inquiries to  
 2 the office of the director of schools.

3 Public Comment Period <sup>2</sup>

4 There shall be a public comment period for each meeting with actionable items on the agenda, with the  
 5 exception of teacher disciplinary hearings. Comments shall be limited to topics listed on the agenda.  
 6 The total public comment period shall be for no more than ten (10) minutes. If an individual wishes to  
 7 address the Board during the public comment period, he/she must contact the director the Wednesday  
 8 prior to the school board meeting. If Wednesday is a holiday, then sign-ups will be Thursday prior to  
 9 the meeting. Each speaker shall be given no more than two (2) minutes. Delegations shall select only  
 10 one (1) individual to speak on their behalf unless otherwise determined by the Board.

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Legal References:

1. TCA 39-17-306
2. Public Acts of 2023, Chapter No. 300

Cross References:

- School Board Meetings 1.400
- Public Hearings 1.401
- Agendas 1.403
- Discrimination/Harassment of Employees 5.500
- Complaints and Grievances 5.501
- Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304
- Student Concerns 6.305

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term: <b>Appeals to and Appearances Before the Board</b>	Descriptor Code: <b>1.404</b>	Issued Date: <b>07/10/23</b>
		Rescinds: <b>1.404</b>	Issued: <b>10/08/12</b>

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Legal References:

1. TCA 39-17-306
2. Public Acts of 2023, Chapter No. 300

Cross References:

- School Board Meetings 1.400
- Public Hearings 1.401
- Agendas 1.403
- Discrimination/Harassment of Employees 5.500
- Complaints and Grievances 5.501
- Student Discrimination, Harassment, Bullying, Cyber-bullying, and Intimidation 6.304
- Student Concerns 6.305

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Family Life Education</b>	Descriptor Code: <b>4.213</b>	Issued Date: <b>08/12/24</b>
		Rescinds:	Issued: <b>06/14/21</b>

1 *General*

2 A family life education program shall be implemented within the school district in compliance with state  
3 law.<sup>1</sup>

4 A parent/guardian who chooses not to have a student participate in the family life education program  
5 shall submit such request in writing to the principal. A student who is excused from the program shall  
6 be assigned alternative health activities and shall not be penalized academically.

7 **FAMILY LIFE INSTRUCTION**

8 The curriculum for the family life education program shall, in a manner that is age-appropriate and  
9 factually and medically accurate, include the following:<sup>2</sup>

- 10 1. Teach the skills needed to make healthy decisions in all aspects of marriage and family life;
  - 11 2. Encourage sexual health by helping students understand how the whole person is affected by  
12 sexual activity as well as other risk behaviors;
  - 13 3. Provide information about human reproduction, including conception, birth, and prenatal care,  
14 as well as the process of adoption and its benefits;
  - 15 4. Provide information on the family unit and the responsibilities and consequences related to sexual  
16 activity, including the challenges of single teen parenting;
  - 17 5. Promote only sexual risk avoidance through abstinence and the positive results of avoiding sexual  
18 activity;
  - 19 6. Provide instruction on the detection, intervention, prevention, and treatment of child sexual  
20 abuse, including such abuse that may occur in the home, and human trafficking in which a victim  
21 is the child, and internet crimes against children;
  - 22 7. Provide instruction on the prevention of dating violence;
  - 23 8. Encourage communication between parent(s)/guardian(s) and students; and
  - 24 9. Address the legal aspects of sexual activity with emphasis on the rights of the student; and
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1           10. Include the presentation of a high-quality, computer-generated animated or high-definition  
2           ultrasound of at least three (3) minutes in duration that shows the development of the brain, heart,  
3           and other vital organs in early fetal development per state academics standards.<sup>3</sup>

4           Instruction in topics related to sexual activity are not age-appropriate for students in grades kindergarten  
5           through five (K-5) and shall not be taught as part of the family life curriculum. This does not prohibit  
6           instruction on detection, intervention, prevention, and treatment of child sexual abuse and human  
7           trafficking of children.<sup>4</sup>

8           The family life education program shall be reviewed annually to ensure that the prohibited items of  
9           instruction, as provided for in state law,<sup>5</sup> are not included in the curriculum.

## 10       **TRAINING ON INSTRUCTION**

11       Personnel providing family life instruction shall receive training prior to presenting such instruction.  
12       Personnel shall conduct such instruction with maturity and discretion.

## 13       **REPORTING<sup>2</sup>**

14       At the beginning of each school year, the Director of Schools shall provide the contact information to  
15       the Department of Children’s Services of each employee or trained professional providing instruction  
16       on family life curriculum related to child sex abuse, human trafficking, and internet crimes. The Director  
17       shall also report on the curriculum selected by the Board of Education.

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### Legal References:

1. TCA 49-6-1302;
2. TCA 49-6-1304; Public Acts of 2024, Chapter No. 571
3. Public Acts of 2024, Chapter No. 795
4. Public Acts of 2024, Chapter No. 970
5. TCA 49-6-1304(b)

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Board Committees</b>	Descriptor Code: <b>1.300</b>	Issued Date: <b>10/12/99</b>
		Rescinds: <b>BBC</b>	Issued: <b>08/13/93</b>

1 The Board shall operate without standing committees, except for the Executive Committee; however,  
2 special committees composed of board members may be appointed by the chairman at the direction of the  
3 Board and as the needs of the Board shall require.<sup>1</sup> Such committees shall be discharged when the work  
4 is finished or earlier by a majority vote of the entire Board. All reports by special committees shall be  
5 made directly to the Board.

- 6
- 7 1. Special committees shall be appointed by the chairman serving in an advisory capacity shall  
8 ordinarily consist of less than a quorum of board members;
- 9
- 10 2. The committee will be advisory only unless specifically authorized to transact designated business;
- 11
- 12 3. General issues to be discussed by the committee must be approved in advance by the entire Board;
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- 14 4. A committee shall serve no longer than the annual organization meeting of the Board unless  
15 reappointed to finish a designated task; and
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- 17 5. Committee meetings shall be held in accordance with the Open Meetings law.<sup>2</sup>
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34 Legal References:  
35 1. TCA 49-2-205(2)  
36 2. TCA 8-44-102(b)

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34 Cross References:  
35 School Board Meetings 1.400  
36 Public Hearings 1.401

# Committees for 2024-2025

## September 9, 2024

### Executive Committee

\_\_\_\_\_, Chairman of the Board  
Jacob Sorrells, Director of Schools

### Policy

\*Andy Woodard

*(The entire board will make up  
the policy committee)*

### Budget/Education

\* Kristen Gold

*(The entire board will make up  
the budget/education committee)*

### Curriculum/Instruction

*(Includes Technology & Attendance)*

\*Julie Keny Cathey

Betsy Bishop

Harvey Jones

Kristen Gold

Heidi McElhaney

Tresha Grissom

Mike Herron

### Acquisition/Maintenance/Transportation

\*Harvey Jones

John Daniel Allen

Andy Woodard

### Safety Committee

\*John Daniel Allen & Julie Keny Cathey

*(The entire board will make up  
the safety committee)*

### Five-Year Strategic Plan

\*Kristen Gold

*(The entire board will make up  
the five-year strategic plan committee)*

### **\*Chairman of Committee**

*Please note: Any board member can attend any committee meeting that they are not a part of but cannot take part in the voting process in that committee meeting.*

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Board Committees</b>	Descriptor Code: <b>1.300</b>	Issued Date: <b>10/12/99</b>
		Rescinds: <b>BBC</b>	Issued: <b>08/13/93</b>

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34 Legal References:  
35 1. TCA 49-2-205(2)  
36 2. TCA 8-44-102(b)

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34 Cross References:  
35 School Board Meetings 1.400  
36 Public Hearings 1.401

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Agendas</b>	Descriptor Code: <b>1.403</b>	Issued Date: <b>11/09/20</b>
		Rescinds: <b>1.403</b>	Issued: <b>11/10/11</b>

The Executive Committee of the Board shall be responsible for developing an agenda for each board meeting. Any board member may recommend items to be placed on the agenda for discussion. The particular order may vary from meeting to meeting in keeping with the business at hand.

The agenda (which shall include the consent agenda), together with supporting materials, shall be given to board members at least one (1) day prior to the scheduled date of the meeting. The agenda shall be available for public inspection when it is distributed to the board members. At the beginning of each meeting the Board shall, by a majority vote, approve changes in the agenda for the meeting, which may involve the addition to or deletion of items previously included on the agenda. The Board, however, may not revise board policies or adopt new ones, unless such action has been scheduled.

Staff members or citizens of the district may suggest items for the agenda by presenting proposed items to the director of schools or the chairman of the Board.

For items to be considered on the agenda, they must be received in the director of schools' office at least seven (7) business days prior to the scheduled date of the meeting. The person(s) requesting an item on the agenda shall forward any background information to the director of schools' office so that the material will be included in the delivery to the board members prior to the meeting.

The agenda for regular meetings shall ordinarily allow suitable time for the remarks of those members of the public who wish to speak.

Citizens wishing to address the Board must follow guidelines set forth in policy *Appeals to and Appearances Before the Board* (1.404)

## CONSENT AGENDA

While developing the agenda, the chair and director of schools shall identify routine or non-controversial items to be placed on the consent agenda, which shall become a part of the regular agenda. If any member objects to including an item on the consent agenda, that item shall be moved to the regular agenda as an action item requiring discussion. The remaining consent items may be adopted in a single vote without discussion.

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# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Minutes</b>	Descriptor Code: <b>1.406</b>	Issued Date: <b>08/12/19</b>
		Rescinds: <b>1.406</b>	Issued: <b>10/12/99</b>

1 The director of schools shall keep, or cause to be kept, complete and accurate minutes of all meetings of  
2 the Board.<sup>1</sup> The draft of the minutes of the previous meeting shall be sent to all board members with the  
3 agenda for the subsequent meeting. Following their approval by the Board, the minutes shall be signed  
4 by the chair and director of schools.<sup>2</sup> The minutes shall become permanent records of the Board and  
5 shall be made available to interested citizens and the news media upon request.<sup>2,3</sup> A copy shall be  
6 provided to all board members, the president of the local education association, and to each of the schools  
7 no more than thirty (30) days after the approval by the Board.<sup>4</sup>

8 The minutes shall include:

- 9 1. The nature of the meeting (regular or special), time, place, date, board members present or absent,  
10 and the approval of the minutes of the preceding meeting;<sup>2</sup>
- 11 2. A record of all motions, proposals, and resolutions passed or denied by the Board, together with  
12 the names of the members making and seconding the motions, and a record of the members  
13 voting “aye” and “nay” in the event of a roll call vote;<sup>2</sup>
- 14 3. Names of persons addressing the Board and the purpose of their remarks; and
- 15 4. A brief account of those items discussed, and whether or not any motions were made regarding  
16 those items.

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Legal References:

1. TCA 49-2-301(b)(1)(C)-(D)
2. TCA 8-44-104(a)
3. TCA 10-7-503(a)(1)(B), (a)(2)(B)
4. TCA 49-2-203(a)(11); Public Acts of 2019,  
Chapter No. 248

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Cross References:

Duties of Officers 1.201

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August 12, 2024

The Marshall County Board of Education met in regular session on Monday, August 12, 2024, at 6:00 p.m., in the Board Conference Room at Jones School.

Members present were John Daniel Allen, William Bell, Julie Keny Cathey, Patty Hill, Susan Hunter, Harvey Jones and Heidi McElhaney. Kristen Gold and Andy Woodard were absent.

Pledge/Prayer

Mr. Jones added extracurricular activities to new business.

Ms. Hunter made a motion, with a second by Mr. Jones, to approve the agenda. The motion passed 7-0.

Melissa Amonette addressed the Board.

Director Sorrells and MCHS principal Justin Perry recognized Autumn Sweatt for perfect score on English II EOC Exam. They also recognized Vanessa Sweeney for being named Jostens Renaissance Educator of the Year and Tennessee Association of Student Councils Advisor of the Year.

Director Sorrells recognized the outgoing Board members: William Bell, Patsy Hill and Susan Hunter. He thanked them for serving on the school board.

There was no public comment.

During the Policy Committee report, Ms. Hill made a motion, with a second by Ms. McElhaney to approve the following policy revisions: 1.105 School Board Legislative Involvement, 1.701 School District Planning, 4.213 Family Life Education, 4.301 Interscholastic Athletics, 4.600 Grading System, 4.603 Promotion and Retention, 5.302 Sick Leave, 5.307 Physical Assault Leave, 5.701 Substitute Teachers, 5.802 Qualifications and Duties of the Director of Schools, 6.203 School Admissions, 6.309 Zero Tolerance Offenses, 6.310 Dress Code, 6.313 Discipline Procedures, 6.316 Sustention/Expulsion/Remand, 6.4052 Opioid Antagonist and 6.409 Reporting Child Abuse. The motion passed 7-0.

Due to fall break, the new meeting date is October 21, 2024.

Presented under Consent Agenda: July 8, 2024, board meeting minutes; Sick Leave Bank Trustees; MCHS Student Council overnight and out of state travel request to Renaissance Regional Conference in Atlanta, GA. Mr. Allen made a motion, with a second by Ms. Hunter, to approve the consent agenda. The motion passed 7-0.

Ms. Hunter made a motion, with a second by Ms. Hill, to approve the following Federal budgets: ATSI Grant and ESSER 3.0. The motion passed 7-0.

Ms. Cathey made a motion, with a second by Mr. Jones to research extracurricular activities. The motion passed 7-0.

During the Director's Report: Mr. Sorrells thanked everyone for a great start to the new school year. He also recognized Michael Cook and Dan Reed from Bedford County School Board.

The meeting adjourned at 6:42 p.m.

Respectfully Submitted,

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Julie Keny Cathey, Chair

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Jacob Sorrells, Director

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term:  <b>Field Trips and Excursions</b>	Descriptor Code: <b>4.302</b>	Issued Date: <b>11/09/20</b>
		Rescinds: <b>4.302</b>	Issued: <b>01/11/00</b>

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social  
2 growth and development are considered appropriate extensions of the classroom.

3 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of  
4 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To  
5 this end, teachers and principals will be expected to consider the following factors in selecting field trips:

- 6 1. Relationship of the field trip activity to a particular aspect of classroom instruction;
- 7 2. Distance traveled in terms of the age level of the students;
- 8 3. Mode and availability of transportation; and
- 9 4. Cost.

10 The following guidelines shall be followed in planning and conducting field trips and excursions:

- 11 1. Any teacher desiring to take a group of students on an educational field trip must obtain advance  
12 approval of the principal;
- 13 2. The trip must have a definite purpose and reflect careful planning. Students should be prepared by  
14 general class discussion and/or research;
- 15 3. If bus transportation is required, the principal or his/her designee shall make the necessary  
16 arrangements. A fee will be charged to the school for mileage when school system buses are used;
- 17 4. Signed parental permission forms must be obtained for every student making an off-campus trip  
18 beyond the immediate vicinity of the school. The principal shall ensure that these forms are kept on  
19 file for the remainder of the school year. The form for parental permission must include: purpose,  
20 date, time of departure and return, travel plans, destination, number of chaperones, personal expense  
21 involved, rules of conduct and penalties for violation, and other facts necessary for parents to be fully  
22 informed. This information is to be completed by the school before the form is signed by the parent;
- 23 5. Overnight educational trips and chaperones must be approved by the principal and the director of  
24 schools in advance. These groups must be accompanied by at least one regular staff member and  
25 others from the school who are appropriate for adequate supervision and shall be responsible for  
26 student conduct while away. Whenever possible, a group should be accompanied by at least one  
27 female and one male chaperone if the trip is for a mixed group;

- 1 6. Students shall not be penalized for participating in approved school-sponsored trips and activities.  
2 Teachers shall permit students to make up class assignments missed because of a trip or activity.
- 3 7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the principal  
4 immediately upon returning to school. Serious accidents involving personal injury must be reported  
5 immediately to the principal and/or director of schools. An emergency shall be dealt with promptly  
6 by the teacher or other members of the school staff by taking appropriate action, including sending  
7 the student to the hospital or summoning medical aid or ambulance. In cases where it is necessary to  
8 send the student to the hospital, reasonable effort must be made to notify the parents.
- 9 8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this  
10 section must have prior approval of the director of schools or his/her designee;
- 11 9. Any school-sponsored trip which is both out-of-state and overnight must have prior approval by the  
12 Board.

### 13 **INDEPENDENTLY PLANNED TRIPS**

14 Trips privately planned by school district employees, acting outside the scope of their employment, are  
15 not authorized by the school district.

16 These trips are not approved by the Board and are not considered a part of the curriculum. Total  
17 responsibility for privately planned trips rests with the chaperone(s) as well as with the  
18 parent(s)/guardian(s) of the students participating in the trip. The following restrictions shall apply:

- 19 1. Board funds or resources shall not be used;  
20 2. School district materials shall not be used;  
21 3. The Board shall not assume any liability;  
22 4. Employees are not authorized to act on behalf of the school district;  
23 5. Recruitment efforts made by an employee shall not occur during the instruction school day; and  
24 6. Absences caused by participation in privately planned trips shall be considered unexcused.

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Cross References:

Advertising and Distribution of Materials in the Schools 1.806  
Special Use of School Vehicles 3.402  
Extracurricular Activities 4.300  
Attendance 6.200



# Travel Request

Organization MCHS Student Council Destination Lake Buena Vista, Florida  
Date of Trip 10/20 - 10/29/24 Purpose of Trip Southern Association of Student Councils Conference  
Mode of Transportation: plane + car

Is school system transportation/personnel required? \_\_\_ Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified? \_\_\_ Yes  No

Student Participants (please print):

Maggie Steely (most likely only one other student)

Full List provided upon approval

(Use back if more space is needed)

School System Participants (please print):

Vanessa Sweeney

(Use back if more space is needed)

Volunteer Participants (please print):

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted? \_\_\_ Yes \_\_\_ No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file? \_\_\_ Yes \_\_\_ No

Travel Requested by: Vanessa Sweeney / Student Council Date: 8/20/2024  
Teacher/Sponsor

Approved by: [Signature] Date: 8/21/2024  
Principal

Approved by: [Signature] Date: 9-22-24  
Director of Schools

MARSHALL COUNTY SCHOOLS  
CONFERENCE APPROVAL AND TRAVEL REQUEST

Page 1 (5.8Addendum-A)

Submit request to principal well in advance of meeting/conference registration deadline date.  
Principals need to submit signed request to Central Office Supervisor 2 weeks prior to registration deadline.

Attendees: MCHS Student Council, Vanessa Sweeney Today's Date: 8/20/24  
Activity Date(s): 10/26-10/29/24  
Activity: Southern Association of Student Councils Conference Location: Lake Buena Vista, Florida

SUBSTITUTE REQUIRED: YES  NO  # of Days Sub Needed 2

[Signature] 8/22/24  
PRINCIPAL'S SIGNATURE DATE

REGISTRATION: (Submit information only. The Central Office will complete registration to vendor.)

REGISTRATION REQUIRED: YES  NO  Attach registration form. Total Registration Cost \$200/225

Make Check/PO Payable To: No funds are being requested from the Board  
Full Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

LODGING: (Submit information only. The Central Office will complete reservations.)

LODGING REQUIRED: YES  NO  # of Nights for Lodging 3  
(You must return a copy of the hotel receipt to the Central Office)

Make Check/PO Payable To: No funds are being requested from the Board  
Full Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
# of Rooms Needed \_\_\_\_\_ Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

(Submit information only. The Central Office will complete reservations.)

CAR RENTAL REQUIRED: YES  NO  (A receipt must be returned to the Central Office) AIRLINE REQUIRED: YES  NO

ESTIMATED EXPENSE:

Registration: \$200/225 Meals: \$ \_\_\_\_\_  
Lodging: \$130/night Other: \$ \_\_\_\_\_ (Parking, tolls, etc.)  
Airline: \$200 Van Mileage \_\_\_\_\_ miles X \$.30 Cost \$ \_\_\_\_\_  
Car Rental: \$ \_\_\_\_\_ Personal Vehicle: \_\_\_\_\_ miles X \$.67 Cost \$ \_\_\_\_\_  
Substitute \$ \_\_\_\_\_ (# of days) TOTAL REQUESTED: \$ \_\_\_\_\_

How are expenses to be paid? (Check all that apply and enter amounts)

General Purpose \$ \_\_\_\_\_  Federal Projects \$ \_\_\_\_\_  
 Special Education \$ \_\_\_\_\_  Other \$ \_\_\_\_\_

Students are responsible for costs

APPROVAL: (For Central Office Use Only) Initial approved expense

\_\_\_\_ Absence \_\_\_\_ Substitute \_\_\_\_ Lodging \_\_\_\_ Car Rental \_\_\_\_ Airline \_\_\_\_ Meals \_\_\_\_ Mileage Personal  
\_\_\_\_ Mileage-County Van \_\_\_\_ Other \_\_\_\_\_

SUPERVISOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_ DIRECTOR OF SCHOOLS' SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
1/12/2024

**MARSHALL COUNTY SCHOOLS  
CONFERENCE APPROVAL AND TRAVEL REQUEST  
Page 2 (5.8Addendum-A)**

I have read and understand all Marshall County School Board policies and Administrative Procedures related to the use and reimbursement of staff development funds. **I understand I WILL be asked to present information obtained from this conference to other Marshall County employees for staff development or in-service.** Signature required of all attendees listed on page one.

<hr/> <b>Printed Name</b>	<hr/> <b>Signature</b>	<hr/> <b>Date</b>
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<hr/> <b>Printed Name</b>	<hr/> <b>Signature</b>	<hr/> <b>Date</b>
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<hr/> <b>Printed Name</b>	<hr/> <b>Signature</b>	<hr/> <b>Date</b>
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**Meals and Incidentals:** Meals are not reimbursable for day trips, only for overnight trips. When an overnight stay is required, employees may claim reimbursement for breakfast, lunch and dinner meals. Snacks and in-between meal purchases at any entity will not be reimbursable. ***Receipts for meals must be itemized.***

You must submit a completed "Claim for Travel Expense" (2.3-B Addendum-Claim Form for Travel Expense) to your immediate supervisor following your trip in order to be reimbursed.

***Please review Administrative Procedure 2.3R11 Travel Expenses and Reimbursements for additional details.***

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Bids and Quotations</b>	Descriptor Code: <b>2.806</b>	Issued Date: <b>07/08/24</b>
		Rescinds: <b>2.806</b>	Issued: <b>07/11/22</b>

1 All purchases of supplies, materials, equipment, and contractual services in excess of twenty-five  
2 thousand dollars (\$25,000)<sup>1</sup>, including those of individual schools, shall be based on competitive bids.  
3 These bids shall be solicited by advertisement in a newspaper of general circulation within the school  
4 system and by publication on a news and information website in accordance with state law.<sup>2</sup> However,  
5 said newspaper advertisement may be waived by the Executive Committee in an emergency. The  
6 purchasing agent shall advertise for bids and receive quotations. The advertisement may be waived by  
7 the purchasing agent in an emergency.<sup>3</sup>

8 All purchases of twenty-five thousand dollars (\$25,000) or less, including those of individual schools,  
9 may be made in the open market without newspaper notice, but shall, whenever possible, be based on at  
10 least three (3) competitive bids.<sup>3</sup>

11 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or  
12 all bids or any part of any bid and, if applicable, to accept that bid which is best as evidenced by reasons  
13 relative to the purpose of the purchase.<sup>4</sup> Any bid may be withdrawn prior to the scheduled time for the  
14 opening of bids. Any bid received after the time and date specified shall not be considered.

15 The bidder to whom the award is made may be required to enter into a written contract.

16 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding  
17 or other purchasing procedures is prohibited.

## 18 **EXEMPTIONS FROM COMPETITIVE BIDDING**

19 Contracts for legal services, educational consultants, services from an insurance provider, and similar  
20 services by professional persons or groups of high ethical standards shall not be based upon competitive  
21 bids but shall be awarded on the basis of recognized competence and integrity.<sup>5</sup>

22 Purchases of fuel in bulk amounts that would exceed the bid limits may be made in the open market  
23 without public advertisement or competitive bidding. Whenever possible, however, at least three (3)  
24 documented quotes shall be obtained.<sup>6</sup>

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## Legal References:

1. TCA 12-3-1212; Public Acts of 2024, Chapter No. 513.
2. Public Acts of 2024, Chapter No. 793
3. TCA 49-2-203(3)(A)-(B); TCA 49-2-206(b)(2); TCA12-3-1212; Public Acts of 2024, Chapter No. 513.
4. TCA 49-2-203(a)(3)(D)(i)(c)
5. TCA 12-3-1209; TCA 12-4-107; TCA 29-20-407
6. Public Acts of 2024, Chapter No. 661

## Cross References:

Executive Committee 1.301  
Consultants 1.303  
Conflict of Interest 5.601

## Marshall County Bus Bid 8-28-24

### Recommended Parts Stocking List

Mid-South Bus Center, Inc. keeps in stock over \$810,000.00 worth of parts as inventory in Murfreesboro, Tennessee. We can ship/overnight/deliver any part in our inventory to the Marshall County School Bus garage so that it is received on the next day. As back up, Thomas Built Bus, Inc. has a Parts Delivery Center (PDC) warehouse in Memphis, Tennessee that is the largest in the school bus industry. Tens of millions of dollars, worth of parts, are stored at that facility and can be directly shipped so that they are received on the next day as well.

With that said, we truly believe that Marshall County Schools does not need to purchase any parts to keep in stock for the buses that you are bidding. We suggest that you save your money and let us appropriate our resources for any parts that may be needed.

 8/28/24

Sign and Date

**Bid Sheet for 3 90 Passenger Buses**

August 28, 2024, 10:00 am CST

Company Name Mid South Bus Center

Price \$ 150,50.00 each bus

Company Name \_\_\_\_\_

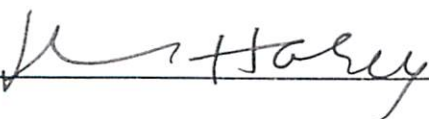
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Company Name \_\_\_\_\_

Price \_\_\_\_\_


Chris Lowe 

Jeremy Austin \_\_\_\_\_

Jen Haley 

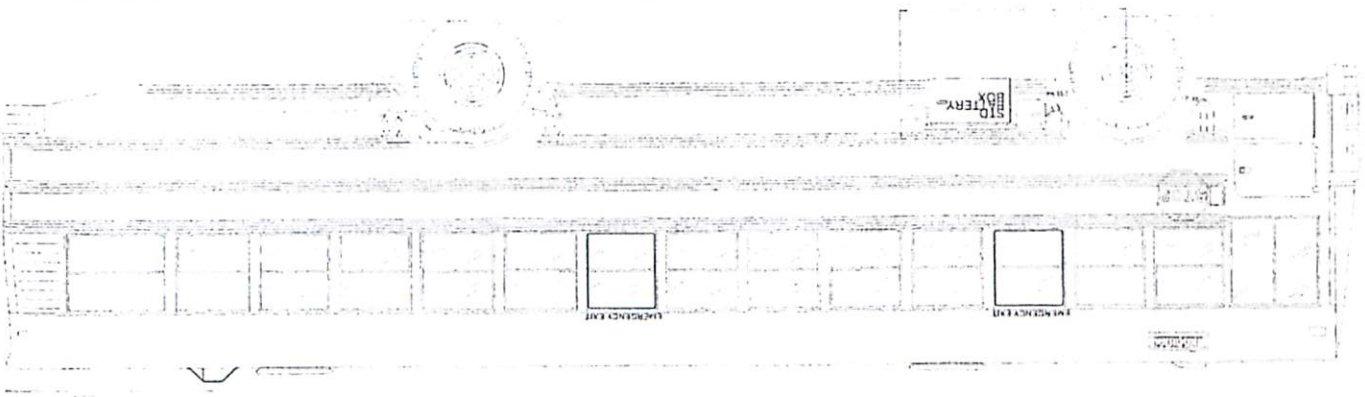
## Invitation to Bid

### 3 Regular 90 Passenger Buses

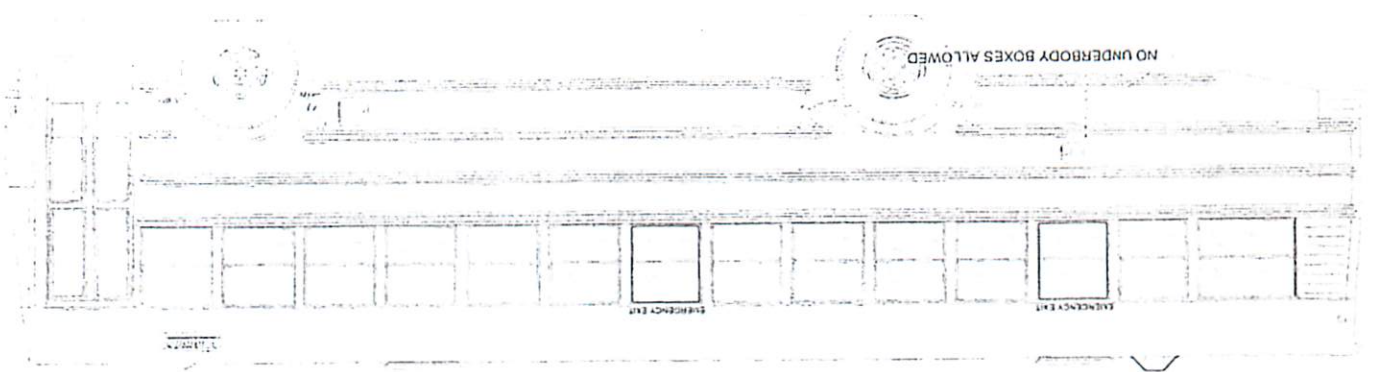
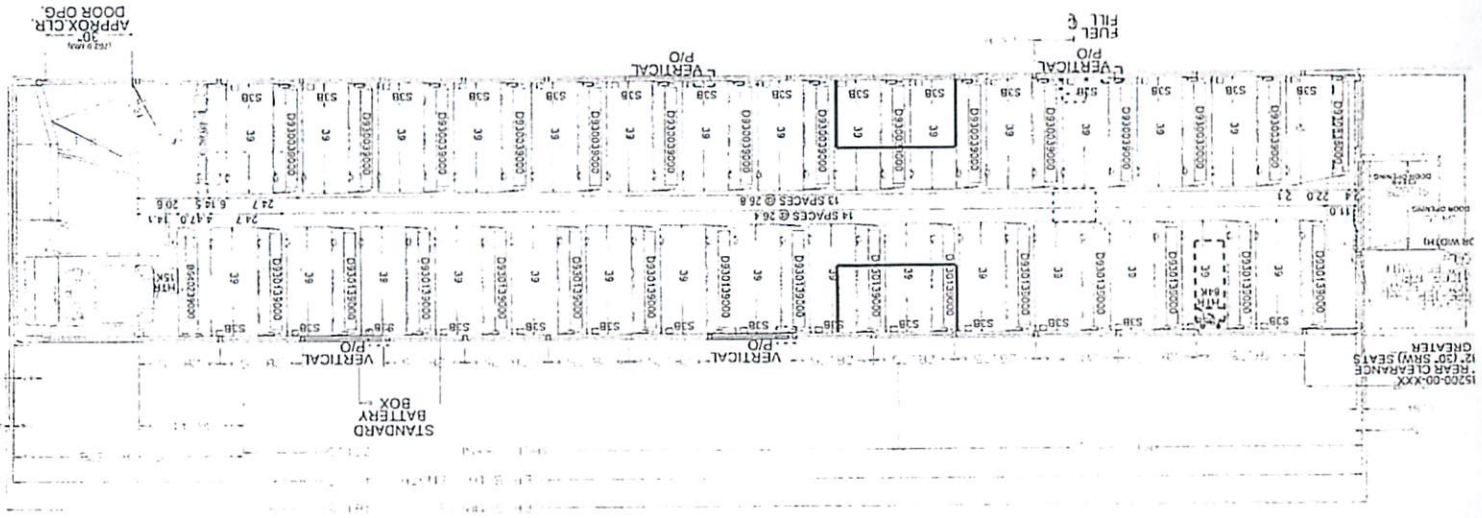


The Marshall County Board of Education is accepting bids on three 90 passenger buses. Bids must be submitted on Board Bid Form and returned to the Office of the Director of Schools, 700 Jones Circle, Lewisburg, TN 37091, by 10:00 a.m. on August 28, 2024 for a public bid opening at that time. Bids must be submitted in a sealed envelope marked "Bid-Buses". For specifications, please contact Jeremy Austin at 931-359-4866. The Marshall County Board of Education reserves the right to reject any and all bids and waive formalities.

SEATING CAPACITY: 90 + DRIVER

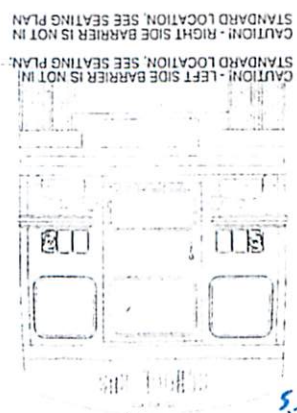


EQUIPPED WITH 23K SUSPENSION

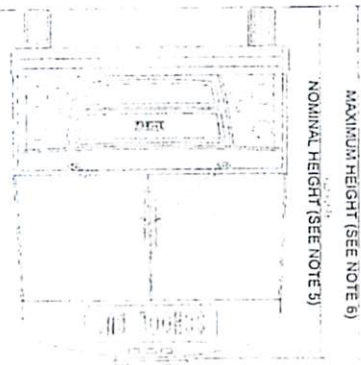


TBB order #s  
220168  
220167  
220170

Marshall Co Bid



CAUTION - LEFT SIDE BARRIER IS NOT IN STANDARD LOCATION. SEE SEATING PLAN.  
CAUTION - RIGHT SIDE BARRIER IS NOT IN STANDARD LOCATION. SEE SEATING PLAN.



NOTES  
...23K REAR SUSPENSION...  
UNIT EQUIPPED WITH PLYWOOD FLOOR.  
FLEX UNIT...  
DOOR OPG.  
APPROX CLR.

ALL DIMENSIONS ARE FOR REFERENCE ONL

GENERAL NOTES

1 SOME ITEMS SUCH AS CHAIRS, HOODS, LUGGAGE RACKS AND OTHER ITEMS ARE SHOWN IN ONE VIEW ONLY.  
2 THIS DRAWING IS A REPRESENTATION ONLY AND MAY NOT BE USED AS A BASIS FOR CONSTRUCTION.  
3 THE DRAWING IS NOT TO BE USED AS A BASIS FOR CONSTRUCTION OF THE BUS.  
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THOMAS BUILT BUSES, INC.  
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883682

Seat Space	Include floorplan demonstrating 26" spacing	✓		<i>Included</i>
Seats / Driver	High Back , Air operated with shocks	✓		
Seats / Driver	include tilt back, fabric insert, adjustable back,	✓		
Seats / Driver	right and left side arm rest	✓		
Seats / Driver	Florescent Orange lap and Shoulder belt	✓		
Seats / Passenger	39" DOT fire block upholstery- gray	✓		
Side Panels	Interior - Aluminized steel side walls	✓		
Solenoid	Disconnect all body circuits	✓		
Stepwell	3 step, include interior LED & stepwell guard under entrance door	✓		
Stepwell	To include white floor step nosing	✓		
Stoparm	Reflectorized upper & lower strobeing & LED lights	✓		
Vents	2 - driver's fresh air & static roof vent	✓		
Windows, Passenger	Black aluminum frames , 12" opening w/ dark tint include rear	✓		
Windows Driver	Double sliding, Black aluminum sash, tempered	✓		
Windshield	two piece curved for maximum driver's sight, tinted & shaded	✓		
Windshield	2 grip handles above windshield	✓		
Wipers	Dual switches with high, low, & Intermittent speeds	✓		
Wiring	Color & number coded	✓		
Wiring	Pre wired for two way radio hook up	✓		
Wiring/ Accessory	12 volt outlet for cell phone in instrument panel	✓		
Circuit Breakers	manually resetting breakers for body and chassis	✓		
Zonar	Zonar V3 GPS hardware mounted in drivers storage area	✓		
Cummins Insite	Include 1 year subscription	✓		

Signed: *Colin L. Price* Date: 8/28/24

*\* I will hold these 3 buses in Marshall Co's name for 60 days after bid. After 60 days these buses will be subject to prior sale.. "First Come, First serve"*

*Colin L. Price*  
8/28/24

Headroom	Minimum 78 inches	✓	
Heaters	min 91K BTU front w/ removable filter	✓	
Heaters	min 15K BTU driver's foot htr or 50K BTU stepwell htr	✓	
Heaters	min 84K BTU rear w/ removable filter behind rear axle	✓	
Heaters	Include heavy duty heater booster pump for rear heater	✓	
Heaters	Please list your total Heater BTU's offered for this bid	✓	15K + 84K + 91K = 191,000 Total BTU's
Heaters	Dual heater cut off and Dash mounted water regulator valve	✓	
Identification	6" Black letters, "MARSHALL COUNTY SCHOOLS"	✓	
Identification	6" numbers, sides, front, rear	✓	
Insulation	2" fiberglass insulation in roof, front, rear, and side walls	✓	
Insulation	1/2" sound absorbing foam installed under driver toeboard	✓	
Insulation	Noise reduction pkg, include perforated ceiling driver" area	✓	
Lights	Dome lights to be LED include driver's and Stepwell	✓	
Lights	Exterior LED mtd at entrance door & interior LED stepwell	✓	
Lights	headlights w/daytime running & alternating w/ warnings	✓	
Lights	Warning lights to be halogen bulbs with individual hoods and 3" black eye back ground	✓	
Lights	Clearance & Cluster lights to be PIN LED	✓	
Lights	Front & rear amber directionals 7" w/ arrows	✓	
Lights	Rear roof mounted strobe light w/ guard	✓	
Lights	16 LED light Monitor mtd front bulkhead area	✓	
Mirrors	Interior - 6" X 30" clear with integrated Back up camera monitor that automatically comes on when the bus transmission is shifted into reverse	✓	
Mirrors	Exterior - all to be heated & remote controlled	✓	
Mud Flaps	Front and rear mud flaps full length	✓	
Noise Switch	Maintained switch - dash mounted	✓	
Paint roof	Roof to be painted white,	✓	
Paint roof	area above side windows shall be yellow and white only	✓	
Parts Report	Copy of complete Bus Parts printout	✓	
Radio	AM/FM/PA/CD/w/ 8 speakers	✓	
Reflective Tape	"SCHOOL BUS" front and rear caps to be reflective	✓	
Reflective Tape	Reflective tape at all exits, rear, sides full length	✓	
Reflectors	to be mechanically attached	✓	
Roof Bows	one piece Hat Shaped	✓	
Roof rails	Roof crash rails mounted inside roof panels	✓	
Rub rails	provide four rubrails all painted black	✓	
Rub rails	Include bumper and window wrap around rubrails	✓	
Safety	Body fluid kit, Flares, First aid kit	✓	
Safety	Include "Badger" Brand Fire Extingisher	✓	
Safety	Windshield Hammer & seat belt cutter	✓	
Safety	All Out warning device to include dome lights activation	✓	
Safety Compartment	Flares to be mounted in bulk head compartment	✓	
Seat Barriers	Include 5 pocket barrier cover on Driver side	✓	
Seat Frames	Frames to be black powder coated and belt ready	✓	
Seat Space	26" minimum spacing	✓	

Suspension, rear	Spring rear suspension w/ 23,000 lb minimum GVWR	✓	
Stability control	To include electronic stability controll	✓	
Starting aid	Grid heater	✓	
Steering wheel	Tilt & Telescope	✓	
Tires	Front and rear tires to be balanced and aligned	✓	
Tires	6 - Tubeless radial 11R22.5 16 ply	✓	
Tires	Front and rear to be Highway tread,	✓	
Tires	Michelin or Hankook	✓	
Tow hooks	Front & rear mounted	✓	
Transmission	Allison PTS 3000 Series automatic w/ 6 speeds & reverse	✓	
Transmission	With internal or external cooler, and water filter	✓	
Transmission	To include Allison "Fuel Sense" for maximum MPG efficiency	✓	
Wheel Base	232"	✓	
Wheels	Stud piloted, 22.5 X 8.25 painted black	✓	
Wiring	Color & number coded	✓	
Wiring	Include manual resetting circuit breakers for body items	✓	
<b>BODY</b>	<b>BODY</b>		
Access Panel	access panel below driver's window with lock	✓	
Access Panels	3 - Located below windshield & must include locking devise	✓	
Air Horn	Roof mounted Air Horn	✓	
Assist Rail	include left & right side assist/ handrails at stepwell	✓	
Backing Horn	112 DBS - installed under rear bumper area	✓	
Body Clips	All body mounts to be double bolted for maximum strength	✓	
Camera	Installed 5 head Gate Keeper camera system - 1 head over driver's side barrier looking right, 1 head over 4th seat entrance door side looking left, 1 head over 7th seat driver's side looking right, 1 head over 10 seat entrance door side looking left, and 1 head over 13 seat driver's side looking right. All heads wide angle. Include Panic and GPS	✓	
Cell phone powere outlet	driver's dash area mounted	✓	
Defroster fans	three 6" front dash windshield area mounted fans	✓	
Door, emergency	upper & lower glass & kick guard, 3 point latch, & retainer	✓	
Door, entrance	Outward opening, Air operation w/ 3 position switch	✓	
Door, entrance	Include vandal lock located in electrical comp below driver's window	✓	
Document Holder	6" x 9" document holder mounted at front header	✓	
Driver's Storage	Driver's storage pouch w/5 pockets at barrier by driver's seat	✓	
Driver's Storage	Glove box mounted right side front dash area lock & key	✓	
Fenders	Frt & Rear rubber fenders over each wheelwell	✓	
Header Storage	Safety Compartment in front header - 10" x 42" minimum	✓	
Emergency exits	6- push out windows w/ buzzers	✓	
Emergency exits	2 - roof hatches w/ buzzers	✓	
Flooring	Black koroseal	✓	
Flooring	Metal aisle trim	✓	
Flooring	black koroseal over wheelhousings	✓	
Flooring	5/8" exterior grade plywood subfloor glued down	✓	

Body - Chassis

Bus Specifications

100% meet  
specification, Check

List / Explain Exception

		100% meet specification, Check	
		YES	NO
<b>CHASSIS</b>	<b>CHASSIS</b>		
Axle Ratio	Geared to go 75 MPH and governed at 70mph	✓	
Air Compressor	Minimum of 18.7CFM	✓	
Air dryer	Bendix AD-IP with heater	✓	
Air tanks	qty 3 or 4 tanks to exceed 5,850 cubic inch capacity	✓	
Air tanks	remote skirt mtd access door to drain all air tanks	✓	
Alternator	minimum 240 amp Leece Neville	✓	
Axle , front	14,600 lbs. w/ synthetic lubed hubs	✓	
Axle, rear	23,000 lbs. w/ synthetic lubed hubs	✓	
Batteries	three group 31 w/3000 CCA minimum	✓	
Batteries	battery tray to include heavy duty roller ball bearings	✓	
Battery	battery cut-off switch located in battery compartment	✓	
Block Heater	Minimum 750 watt w/ receptacle mtd to frt fender area	✓	
Body Length	The body shall not exceed 40' long	✓	
Brakes	Air operated heavy duty Front and rear	✓	
Brakes	ABS - Meritor / Wabco	✓	
Brakes, front	Air Drum to be 6" front	✓	
Brakes, rear	Air Drum to be 8.62" rear	✓	
Bumper 3/16" steel, front	reinforced w/ air or electric operated crossing arm w/ retainer	✓	
Bumper 1/4" steel, rear	reinforced	✓	
Driveline	Guards around each shaft	✓	
Engine Rating	minimum 250 HP and 660 ft. lbs tq.	✓	
Engine Type	Inline 6 cylinder diesel, all keyed alike D250	✓	
Engine Warranty	5 years - 100K miles	✓	
Engine Exhaust Brake	Include Turbo Engine exhaust brake...i.e. Jake Brake	✓	
Exhaust	Left side under bumper	✓	
Frame	50,000 lbs. psi	✓	
Fuel filter	Spin on type at the engine	✓	
Fuel / Water separator	heated Racor w/ see through bowl	✓	
Fuel Tank	100 gal. between frame rails, include protective skid plate	✓	
Fuel Tank	Include fuel fill door & sender access plate at interior floor	✓	
Fuel Tank	fuel door to include locking latch	✓	
High/low Idle switch	Dash mounted	✓	
Instruments	Speedometer, Voltmeter, Oil pressure, Dual air gauges	✓	
Instruments	Hourmeter, Transmission temperature gauge,	✓	
Instruments	Air filter restriction indicator, tachometer, fuel guage	✓	
Instruments	Cruise Control & Ampmeter	✓	
Instruments	Heavy Duty turn signal steering column mtd	✓	
Radiator	Shall be stationary and shall not include swing out feature to avoid potential leaks	✓	
Shocks	front and rear	✓	
Suspension, front	springs front suspension w/ 14,600 lb minimum GVWR	✓	

# Marshall County - BOARD OF EDUCATION

Name of Dealer: Mid-South Bus Center, Inc.  
 Dealer's address: 3512 Bill Smith Drive  
Murfreesboro, TN. 37129  
 Dealer's Phone #: 615-890-6368  
 Sales Contact: Chuck Lalance  
 Service Location: SAME

Bus Model: New 2025 Thomas EFX SAFE-T-LINER 14185-90 passenger School BUS  
TBB order # 220168, 220169, 220170  
 Unit Price: \$ 150,150.00 each each I only have three (3) buses available at this price and specification.  
 Delivery date: IN or before October 2024... most likely in September 2024.  
 Signature: *Chuck Lalance*  
 Date: 8/28/24

	Bus Specifications	Check one		List / Explain Exception
		YES	NO	
Year Model	new 2024 or later model Transit style School Bus	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2025 model
Seating Capacity	90 passengers plus driver	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Delivery	Delivered to the Marshall County School Bus Garage within 30 days of order	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In or before October 2024
Delivery	Can you meet 30 day delivery?	YES <input checked="" type="checkbox"/> NO		
Manuals	Include owners manual	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Service Training	Provide a minimum of 12 hours product service training at no charge for body and chassis components	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Warranty	12 to 24 months w/24,000 or more miles bumper to bumper	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Engine Warranty	5 years / 100,000 miles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Transmission Warranty	7 years unlimited miles	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Towing Coverage	engine problems minimum two years	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Mobile Repair Service	Must include 24 hour response and on-site service for warranty repairs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Recommended Parts Stocking list	Please include with this bid a list of parts with pricing of what you suggest that we should keep in stock for the buses that you are bidding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Included
State of Tennessee and Federal School Bus Standards	These buses shall meet all current state of Tennessee and Federal minimum standards for school bses. Payment will not be made until they pass the state's inspection process.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

attached Drug-Free Workplace Compliance Affidavit and return with their bid documents.

• Per Tennessee Code Annotated Title 12, effective July 1, 2016: By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Title 12-12-106.

• If any additional information is needed, please contact Jen Haley at 931-359-1581 extension 2005. All bids could, if the Board of Education chooses, be awarded on a line item basis.

• Bidder agrees that no person on the grounds of handicap, age, race, color, religion, sex or national origin, shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination in the performance of this agreement, or in the employment practices of the bidder. Bidder shall upon request show proof of such non-discrimination and shall post in conspicuous places available to all employees and applicants notices of non-discrimination. Bidder covenants that it complies with the Fair Wage and Hour Laws, the National Labor relations Act, and other federal and state employment laws as applicable. Bidder covenants that it does not engage in illegal employment practices. Bidder covenants that it has no public or private interest and shall not acquire directly or indirectly any interest that would conflict in any manner with the provision of its goods or performance of its services.

• Marshall County Board of Education follows Tenn. Code Ann. 12-3-1203 - Purchases for local governmental units - Any municipality, county, utility district, or other local government unit of the state may, upon request purchase supplies, equipment, and services for any other municipality, county, utility district, or other local governmental unit.

agents or employees submitted on the attached form and signed by the bidder. All bids are to be complete in every detail as required. Those that are incomplete, contain irregularities or are not in accordance with the specifications may be rejected.

• All bids are to be sealed and marked with the bid number on the outside of the envelope. Bids can be hand delivered or mailed before the bid date and time. Bids submitted by Fax or E-mail will not be accepted.

• Bids are to be valid for a minimum of sixty (60) days or until awarded whichever comes first.

• It is the bidder's responsibility to comply with all local, state, and federal laws, regulations, statutes, codes, licensing, permits, ordinances, and other requirements. The bidder must be prepared to substantiate compliance upon request by the Board's representative. In the event a bidder fails to perform, MCBOE reserves the right to begin negotiations with the "next best bidder". MCBOE reserves the right to terminate this agreement with or without cause at any time.

• Bid prices shall include delivery of all items F.O.B. destination. The term F.O.B. destination shall mean delivered and unloaded in-house or on-site service, with all charges for transportation and unloading prepaid by the bidder.

• It is the bidder's responsibility to submit a completed IRS Form W-9 or their social security number before any invoices can be paid.

• Bids may not be awarded to any party which is debarred or suspended or is otherwise excluded for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension".

• Any and all bidders, and bidder employees, and any bidder sub-contractors and its employees that perform any services at Marshall County Schools must submit to a criminal history records check, at the bidders' expense, conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the employee to have contact with students or enter school grounds when students are present. Reference Tennessee Code Annotated Section 49-5-413. Bidders are to complete the Criminal Background Compliance Affidavit and return with the bid documents.

• If a contractor, has five or more employees receiving pay, the contractor shall have a drug-free workplace program that complies with Title 50, Chapter 9 of the Code of Tennessee. Contractor shall ensure that it is in compliance with Public Acts, 2000, Chapter No. 919. Contractor to complete the

The Marshall County Board of Education requests you to bid on items subject to these conditions:

- The Board reserves the right to increase or decrease amounts and/or quantities at its sole discretion.

Quantities have been provided as an approximation and may be estimates of potential purchases and are not necessarily guaranteed initial purchase quantities.

*Only 3 buses available at this price*

- MCBOE is a tax-exempt organization. The Bidder is responsible for and bid cost must reflect any/all sales and use tax for the materials and or equipment.

- This bid is ultimately subject to funding.

- MCBOE reserves the right to waive any formalities to accept any bids as a whole, split bid, and/or accept any individual item or items within a bid or to reject any or all bids whichever is in the best interest of MCBOE. The Board reserves the right to reject any/all bids for any reason.

- Items of various manufacturers may be bid; however, it is the responsibility of the bidder to satisfy the Board's representative that substituted items are equal to or better than the specified items. All items bid however, must be of such character, quality and design as will serve the purpose for which it is intended to be used equally as well as that specified, and be equally suitable to the needs of the MCBOE. When submitting on items other than specified, include complete specifications on the items submitted. When no reference is made by the bidder to the make or grade proposed to be furnished it is understood that the specific article or services named in the bid are to be furnished. The bidder will abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission but shall fully address the intent and meaning of each aspect of the specifications. The Board's representative shall make all determinations in regard to equal to or better than.

- By submission of this bid the vendor agrees to all terms and conditions stated therein. Disputes or Legal matters will be litigated in Marshall County or the Middle Tennessee District. Issuance of the Purchase order will be the award notice.

- Awarded bidder shall indemnify, defend, save and hold harmless MCBOE, its officers, agents and employees from all suits, claims, actions or damages of any nature brought because of, arising out of, or due to breach of the agreement by Bidder, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of bidder, its subcontractors, suppliers,

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in January</b>	Descriptor Term:  <b>Bids and Quotations</b>	Descriptor Code: <b>2.806</b>	Issued Date: <b>07/08/24</b>
		Rescinds: <b>2.806</b>	Issued: <b>07/11/22</b>

1 All purchases of supplies, materials, equipment, and contractual services in excess of twenty-five  
2 thousand dollars (\$25,000)<sup>1</sup>, including those of individual schools, shall be based on competitive bids.  
3 These bids shall be solicited by advertisement in a newspaper of general circulation within the school  
4 system and by publication on a news and information website in accordance with state law.<sup>2</sup> However,  
5 said newspaper advertisement may be waived by the Executive Committee in an emergency. The  
6 purchasing agent shall advertise for bids and receive quotations. The advertisement may be waived by  
7 the purchasing agent in an emergency.<sup>3</sup>

8 All purchases of twenty-five thousand dollars (\$25,000) or less, including those of individual schools,  
9 may be made in the open market without newspaper notice, but shall, whenever possible, be based on at  
10 least three (3) competitive bids.<sup>3</sup>

11 The lowest and/or best bid shall be accepted, provided the purchaser reserves the right to reject any or  
12 all bids or any part of any bid and, if applicable, to accept that bid which is best as evidenced by reasons  
13 relative to the purpose of the purchase.<sup>4</sup> Any bid may be withdrawn prior to the scheduled time for the  
14 opening of bids. Any bid received after the time and date specified shall not be considered.

15 The bidder to whom the award is made may be required to enter into a written contract.

16 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bidding  
17 or other purchasing procedures is prohibited.

## 18 **EXEMPTIONS FROM COMPETITIVE BIDDING**

19 Contracts for legal services, educational consultants, services from an insurance provider, and similar  
20 services by professional persons or groups of high ethical standards shall not be based upon competitive  
21 bids but shall be awarded on the basis of recognized competence and integrity.<sup>5</sup>

22 Purchases of fuel in bulk amounts that would exceed the bid limits may be made in the open market  
23 without public advertisement or competitive bidding. Whenever possible, however, at least three (3)  
24 documented quotes shall be obtained.<sup>6</sup>

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## Legal References:

1. TCA 12-3-1212; Public Acts of 2024, Chapter No. 513.
2. Public Acts of 2024, Chapter No. 793
3. TCA 49-2-203(3)(A)-(B); TCA 49-2-206(b)(2); TCA12-3-1212; Public Acts of 2024, Chapter No. 513.
4. TCA 49-2-203(a)(3)(D)(i)(c)
5. TCA 12-3-1209; TCA 12-4-107; TCA 29-20-407
6. Public Acts of 2024, Chapter No. 661

## Cross References:

Executive Committee 1.301  
Consultants 1.303  
Conflict of Interest 5.601



Finch, Pam <pam.finch@mcstn.net>

## Bid Response: Forrest Concession Stand Roof

1 message

Haley, Jen <jen.haley@mcstn.net> Fri, Sep 6, 2024 at 8:00 AM  
 To: Pam Finch <pam.finch@mcstn.net>, Dwayne Robinson <dwayne.robinson@mcstn.net>, Chris Lowe <chris.lowe@mcstn.net>  
 Cc: "Kanka, Cindy" <Cindy.Kanka@mcstn.net>, Jen Haley <jen.haley@mcstn.net>

Marshall County Board of Education received three bids for the Roof at Forrest's Concession Stand:

Ross Services bid \$30,875. Firm price, Insurance confirmed  
T&L Roofing bid \$26,300. Price approximate, Insurance TBD  
M&S Contracting bid \$31,200. Firm price, Insurance on file

All bids are attached for your review.

Thank you,

--  
Jen Haley

Federal Projects Bookkeeper

Marshall County Schools

700 Jones Circle

Lewisburg, TN 37091

931-359-1581 ext 2005

 [https://lh3.googleusercontent.com/U2eRI\\_Ax17zQt8R1PINKUrwSsh-KkpsCfGqVpknXc1bnBmb1tSUdITHVSTPI7Sc5Tlli7jNgGEдноCQ5awA8gPRQJDr4kU1UY7Yh7Bi-NeMukwladfjSpXRxiIDrJm8TKd5keOn](https://lh3.googleusercontent.com/U2eRI_Ax17zQt8R1PINKUrwSsh-KkpsCfGqVpknXc1bnBmb1tSUdITHVSTPI7Sc5Tlli7jNgGEдноCQ5awA8gPRQJDr4kU1UY7Yh7Bi-NeMukwladfjSpXRxiIDrJm8TKd5keOn)

**Marshall County Schools is an equal opportunity employer and provider.**

### 2 attachments



image001.jpg  
3K

 09052024 bid response Roof Forrest Concession Stand.pdf  
1091K

**Marshall County Schools**

**Forrest Concession Roof Bid**

September 5, 2024 @ 10:00 CST

Company: *Ross*

Price: *\$30,875*

Company: *T & L Roofing*

Price: *\$26,300*

Company: *M & S*

Price: *\$31,200.00*

Company:

Price:

Signature: Dwayne Robinson *Dwayne Robinson*

Signature: Jen Haley *Jen Haley*



August 26,2024

Ross Services Corporation  
109 W. Lincoln St.  
Tullahoma, TN 37388

To: Marshall County Board of Education  
Re: Forrest Concession Stand Roof Replacement

We appreciate the opportunity to provide a competitive bid for the roof replacement located at Forrest School Football Field, 310 N Horton Parkway, Chapel Hill TN 37034. We are requesting \$30,875.00 to complete the roof replacement per specifications provided, including the replacement of 25ea OSB deck boards. This bid comes with a 1 year workmanship warranty as well as the 30 year limited lifetime warranty.

\*The requested amount covers the cost of equipment, materials, and labor.

Respectfully,

*Rachel Mines*

Rachel Mines  
Project Manager  
Ross Services Corporation  
833-767-7782 (toll free)  
931-434-3502 (direct)  
[rmines@rosssvc.com](mailto:rmines@rosssvc.com)



# Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Ross Services Corporation

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

- Individual/sole proprietor or single-member LLC  
 C Corporation  
 S Corporation  
 Partnership  
 Trust/estate  
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► \_\_\_\_\_  
 Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  
 Other (see instructions) ► \_\_\_\_\_

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

109 W. Lincoln St.

6 City, state, and ZIP code

Tullahoma, TN 37388

Requester's name and address (optional)

7 List account number(s) here (optional)

Print or type. See Specific Instructions on page 3.

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		

OR

Employer identification number									
4	5	-	4	4	7	7	2	0	8

## Part II Certification

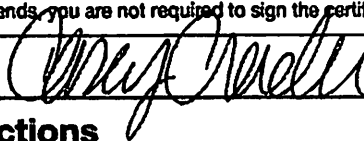
Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ►



Date ► 1/5/24

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

"Quality lives on, after the price is gone."



www.tandlroofing.com  
theressa@tanroofing.com  
lucas@tandlroofing.com  
tandlroofing@att.net

P.O. Box 793  
421 Lincoln Ave. S.  
Fayetteville, Tn. 37334  
Office 931-433-7314 Fax 931-433-7985  
EIN # 26-0532170

Workers Comp  
General Liability  
5 yr. Workmanship Guarantee  
Under normal weather conditions

T & L Roofing offers a 5 yr. Workmanship guarantee, under normal weather conditions. This guarantee does **NOT** cover:

1. Acts of nature,
2. Third party involvement,
3. Circumstances beyond our control,
4. We cannot guarantee a repair, it may take several attempts to find a leak.

Should you have an issue with our work within the 5 yr. period, please allow US to address the issue before calling someone else.

Another person involved with the repair will void our guarantee.

Homeowner will be responsible to remove any breakable or potential to fall objects from interior of building, as well as objects around the exterior of building that may be damaged during the progress of the job. We also ask that the yard be mowed or free of leaves, and the work area be free of vehicles or other objects that may be damaged during the job.

Homeowner to mark septic tanks, other hidden objects, or areas to be avoided. This includes ANY wildlife to be avoided, such as HONEYBEE NESTS in the walls or roof. This needs to be disclosed at the time of estimate, and before starting the job. If we are stung by anything, we will spray first, then check the reason.

Homeowner to carry fire, tornado, and other necessary insurance. T & L Roofing carries liability insurance only for its employees. T & L Roofing is not responsible for any prior damage to building, cracked or broken driveways, electrical or air conditioner lines, or any other things that cannot be seen from the roof, that may be damaged during the roof replacement.

All excess materials are the property of T&L Roofing.

Balance is due upon receipt unless other arrangements have been made in advance of starting the job.

A 1.5% finance charge will be added to overdue accounts.

Customer is responsible for all fees occurred in collecting of the debt owed.

Failure to pay can constitute a mechanical lien filed against the property.

Cancellation of the contract may be achieved by paying 15% of the contract price. Contracts will not be canceled until the cancelation fee has been paid.

T & L Roofing may take pictures before, during and after the completion of your work.

We ask your permission to share these pictures on the internet or to show to other perspective customers.

No names or address will be shared without your permission.

A copy of these pictures will be available upon request.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Customer: \_\_\_\_\_

### Acceptance of Proposal:

To install \_\_\_\_\_, as stated on Pg. 1.

For the approx. sum of: { \$ \_\_\_\_\_ }

\_\_\_\_\_ Dollars

Half upon delivery of materials { \$ \_\_\_\_\_ }, Remainder upon completion.

Unless other arrangements have been made, Prior to the start of the job.

Any unforeseen missing, damaged or decayed material to be replaced for the ADDITIONAL cost of labor and material.

The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified. Payment will be as specified on page 1, and above.

Please read and understand before signing this contract.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

T & L Roofing Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_



"Quality lives on, after the price is gone."



[www.tandroofing.com](http://www.tandroofing.com)

[theressa@tanroofing.com](mailto:theressa@tanroofing.com)

[lucas@tandroofing.com](mailto:lucas@tandroofing.com)

[tandroofing@att.net](mailto:tandroofing@att.net)

P.O. Box 793

421 Lincoln Ave. S.

Fayetteville, Tn. 37334

Office 931-433-7314 Fax 931-433-7985

EIN # 26-0532170

Fully insured.

Workers Comp

General Liability

5 yr, Workmanship Guarantee

\* On total remove and replace under normal weather conditions.

09/05/2024

Marshall Co. Board of Education Dwayne Robinson 931-359-9434

Concession Stand and Ticket Booth.

310 North Horton Parkway

Chapel Hill, Tn. 37034

- Remove existing 1-layer roof.
- Inspect decking.
- ***This includes 25 sheets of PLYWOOD decking.***
- ***Any OTHER unforeseen missing, damaged, or decayed material, to be replaced for the ADDITIONAL cost of labor and material.***
- Install ice and water shield around the vents.
- Install synthetic underlayment.
- Replace pipe flanges.
- Install shingle over ridge vent, where existing.
- Install architectural shingles with 25 yr. ridge shingles.
- **Tamko Heritage**

**For the Approx. sum of: {\$26,300<sup>00</sup>}**

**Twenty-six thousand three hundred dollars.**

- Remove and dispose of all debris.
- Clean gutters where applicable / run magnet for nails.

**We propose to:** Supply labor and material, complete in accordance with the above specifications.

For the **approximate** sum of: **{\$26,300<sup>00</sup>}** Twenty-six thousand three hundred dollars.

**Any unforeseen missing, damaged, or decayed material, to be replaced for the ADDITIONAL cost of labor and material.**

Any alterations from the above specifications involving extra cost, will become an extra charge over and above this estimate.

**Half** of proposal upon delivery of material. **{\$13,150<sup>00</sup>}** Thirteen thousand one hundred fifty dollars.

**Remainder** upon completion.

Unless other arrangements have been made before the start of the job.

**T & L Roofing: Authorized Signature: Theresa Cheeves**

**Due to rising material cost, this proposal may CHANGE at any time**

**Insurance certificates will be provided, if awarded the contract.**

**M & S Contracting, LLC**

US

+1 9319931151

davismusgrave@yahoo.com

Estimate

ADDRESS

Dwayne Robinson

ESTIMATE

DATE

1437

08/26/2024

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Roofing	Demo, remove and replace roof with 30 year shingles on concession stand and ticket booth at Forrest. Includes replacing 25 sheets of osb decking.		31,200.00	31,200.00

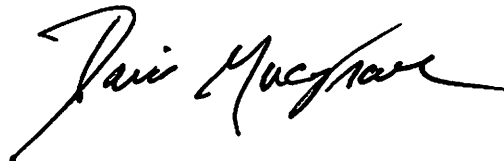
Thank you for your business.

TOTAL

**\$31,200.00**

Accepted By

Accepted Date



Account Number/Line Item Number	Regular Instruction Education	ESSER 3.0	Increase	Decrease	Total
71100	Line item Description	Current			
71100/116	Teachers (7 FTE)	\$15,539.91	\$50,623.45		\$66,163.36
71100/117	Career Ladder				\$0.00
71100/127	Career Ladder Extended contracts				\$0.00
71100/128	Homebound Teachers				\$0.00
71100/162	Clerical Personnel				\$0.00
71100/163	Educational Assistants				\$0.00
71100/188	Bonus payments				\$0.00
71100/189	Other Salaries & Wages (2 FTE)	\$0.00	\$22,202.18		\$22,202.18
71100/195	Certified Sub teachers				\$0.00
71100/198	non Certified teachers				\$0.00
71100/201	Social Security	\$856.40	\$4,548.80		\$5,405.20
71100/204	State Retirement	\$1,068.48	\$5,439.80		\$6,508.28
71100/206	Life insurance				\$0.00
71100/207	Medical Insurance	\$4,041.55	\$8,778.96		\$12,820.51
71100/208	Dental Insurance	\$13.68	\$27.36		\$41.04
71100/210	Unemployment Comp.				\$0.00
71100/212	Employer Medicare	\$200.29	\$812.65		\$1,012.94
71100/299	Other Fringe Benefits				\$0.00
71100/311	contracts w/ other school systems				\$0.00
71100/330	operating lease payments				\$0.00
71100/336	maintenance & repair equipment				\$0.00
71100/356	tuition				\$0.00
71100/369	contracts w/certified sub.				\$0.00
71100/370	contracts w/ non certified sub				\$0.00
71100/399	other contracted services				\$0.00
71100/429	instructional materials & supplies				\$0.00
71100/449	textbooks				\$0.00
71100/499	other materials & supplies				\$0.00
71100/535	fee waivers				\$0.00
71100/599	other charges				\$0.00
71100/722	regular instruction equipment				\$0.00
<b>71100</b>	<b>Subtotal REGULAR INSTRUCTIONAL Ed.</b>	<b>\$21,720.31</b>	<b>\$92,433.20</b>	<b>\$0.00</b>	<b>\$114,153.51</b>

<b>Account Number/Line Item Number</b>	<b>Regular Capital Outlay</b>	<b>ESSER 3.0</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>76100</b>	<b>Line item Description</b>	<b>Current</b>			
76100/308	Consultants	\$90,245.84			\$90,245.84
76100/707	Building Improvements	\$159,999.02			\$159,999.02
<b>76100</b>	<b>subtotal reg. capital outlay</b>	<b>\$250,244.86</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,244.86</b>
	<b>Total Appropriations</b>	<b>\$271,965.17</b>	<b>\$92,433.20</b>	<b>\$0.00</b>	<b>\$364,398.37</b>

## **ESSER 3.0**

### **Revision #1 Justifications**

#### **Increase**

**71100/116 Teachers-** additional funds used to pay salaries for 7 class size reduction teachers for two months.

**71100/189 Other Salaries & Wages-** additional funds used to pay salaries for 2 interventionists for two months.

**71100/201 Social Security-** fixed charges on above salaries.

**71100/204 State Retirement-** fixed charges on above salaries.

**71100/207 Medical Insurance-** fringe benefits on above payroll.

**71100/208 Dental Insurance-** fringe benefits on above payroll.

**71100/212 Employer Medicare-** fixed charges on above salaries.

Account Number/Line Item Number	Regular Instruction Program	HQIM Implementation	Increase	Decrease	Total
<b>71100</b>	<b>Line item Description</b>	<b>Current</b>			
71100/429	Instructional Materials & Supplies	\$15,000.00			\$15,000.00
<b>71100</b>	<b>Subtotal REGULAR INSTRUCTIONAL Program</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>

Account Number/Line Item Number	Support Services/Regular Instruction Program	HQIM Implementation	Increase	Decrease	Total
<b>72210</b>	<b>Line item Description</b>	<b>Current</b>			
72210/399	other contracted services	\$73,000.00			\$73,000.00
<b>72210</b>	<b>Subtotal REG. INSTRUCTIONAL PROG</b>	<b>\$73,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$73,000.00</b>

<b>Total Appropriations for HQIM Literacy Implementation</b>	<b>\$88,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$88,000.00</b>
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## **HQIM Literacy Implementation Networks Grant**

### **2024-2025 Justifications**

**71100 429 Instructional Supplies & Materials-** to pay for instructional materials and supplies to support HQIM early learning and English learners.

**72210 399 Other Contracted Services-** to pay for contracted services with HQIM implementation vendor.

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Student Solicitations/Fundraising Activities</b>	Descriptor Code: <b>2.601</b>	Issued Date: <b>08/12/19</b>
		Rescinds: <b>2.601</b>	Issued: <b>12/12/16</b>

1 The schools shall avoid exploiting students, whether by advertising or otherwise promoting products or  
2 services, soliciting funds or information, or securing participation in non-school related activities and  
3 functions. At the same time, schools shall inform and assist students in learning about programs,  
4 activities or information which may be of help or service to them. To attempt a fair balance, the following  
5 general guidelines will apply:<sup>1</sup>

- 6 1. Fundraising activities are permitted in the individual schools and each activity shall be for the  
7 purpose of supplementing funds for established school programs and not for supplanting funds  
8 which are the responsibility of the public.
- 9 2. No fundraising activities will be conducted without the approval of the director of schools or  
10 his/her designee. No teacher or coach shall be contacted by salesmen during school hours,  
11 without prearrangement through the principal. Student organizations will not conduct fundraising  
12 campaigns without first the approval of the principal, then the director of schools or his/her  
13 designee. Fundraising activities must be requested on a form provided by the director of schools  
14 at least 60 days prior to the proposed fundraiser.
- 15 3. Any commission payable by companies shall be paid in the form of reduced prices to the students  
16 or paid into the activity fund of the school for use by the school. No school employee shall  
17 personally benefit from any fundraising activity.
- 18 4. The principal must obtain written approval from the director of schools or designee for all  
19 fundraising activities, including online fundraising activities that involve the participation of the  
20 general student population in the marketing process of the fundraising effort. All other  
21 fundraising activities, including online fundraising activities, must have written approval from  
22 the principal and comply with all administrative procedures issued by the director of schools.  
23 The authorization request shall contain the following information:<sup>2</sup>
  - 24 1) The proposed fundraising activity(ies);
  - 25 2) Purpose of the fundraising activity;
  - 26 3) Proposed uses of funds raised;
  - 27 4) Expected student involvement in fundraising activity (school-wide or individual class or  
28 club); and
  - 29 5) Margin of profit and how it is to be paid to the school.
- 30 5. The director of schools shall determine whether or not the activity will benefit the school,  
31 contribute to the welfare of the student body and supplement, not replace, funds necessary to  
32 fulfill the board's required contributions.

- 1        6. Students will not be excused from class to participate in a fundraising activity. No grade in a  
2        subject or course will be affected by a student's participation in a fundraising activity.
- 3        7. No quotas will be imposed on students involved and their efforts will be voluntary. Students who  
4        do not participate in fundraising activities will not be punished or discriminated against in any  
5        way.
- 6        8. Community Service Projects: The Board wishes to encourage the involvement of students in  
7        civic and charitable endeavors for the betterment of our community. Therefore, community  
8        service projects are permitted if they are student PTO/PTA/Booster club led. The principal must  
9        approve all community service projects initiated. Some examples of these might be Angel Tree,  
10       can drives, blood drives, environmental community projects, etc.
- 11       9. Dismissal from school for participation in fundraisers is not allowed.
- 12       10. The Marshall County Board of Education does not endorse door-to-door solicitations.

13 This policy shall not be construed as preventing a teacher from using instructional or informational  
14 materials even though the materials might include reference to a brand, product or a service.

#### 15 **LOTTERIES**

16 No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
17 among purchasers of chances by means of tickets or otherwise through a random drawing or other  
18 random selection process.<sup>3</sup>

#### 19 **ONLINE FUNDRAISING**

20 Individual schools may establish school-wide online fundraising accounts. The accounts must meet all  
21 fundraising requirements established by the board and the *Internal School Uniform Accounting Policy*  
22 *Manual*. The principal/designee of each school shall have access to the established fundraising account  
23 to ensure all funds are properly accounted for, and the information is recorded in the school's accounting  
24 records by the designated personnel. Online fundraising shall not be used on behalf and for the benefit  
25 of an outside party.

26 Employees shall not engage in online fundraising in their official capacity as district employees nor make  
27 any reference to non-school sponsored fundraisers, online or otherwise, that would lead another to  
28 believe such activity is an approved school fundraiser.

#### 29 **FUNDRAISING FOR NONEDUCATIONAL PURPOSES<sup>4</sup>**

30 On approval of the principal, an employee may be authorized to raise and use funds for the following  
31 noneducational purposes:

- 32        1. Bereavement support;
- 33        2. Award recognition;
- 34        3. Employee morale;
- 35        4. Banquets; or

- 1           5. Other situations at the principal's discretion.
- 2   These funds shall be derived from vending machine revenue, donations or employee-staffed concession
- 3   stands.
- 4   The Director of Schools shall develop administrative procedures regarding the receipt, disbursement,
- 5   accounting, and auditing of these noneducational funds. The Director of Schools shall ensure that the
- 6   procedures are consistent with board policy and state law and disseminate them to all employees.

## Legal References:

1. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-30, 4-31
2. *Tennessee Internal School Uniform Accounting Policy Manual*, Section 4-32
3. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)
4. Public Acts of 2019, Chapter No. 134

## Cross References:

Revenues 2.400  
School Support Organization 2.404  
Audits 2.703  
Vendor Relations 2.809  
Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605



# Fundraiser Authorization

Proposed Fundraising Activity: Clothes Bin

Purpose of Fundraiser: Raise funds for the school to help with attendance / behavior celebrations. Educate students about recycling

Fund/Account Name: MES

Current balance of fund account \$ 6767.24 Date 8/16/24

Anticipated date(s) of fundraiser: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

We will send info out to students, post on social media and send REMIND. Students do not have any other involvement

Margin of profit (if applicable): 100%

Method by which school will receive profit: monthly checks

How and when will these funds be spent to benefit students/instruction: School year 24-25

Fund student and faculty celebrations

Requested by: Nicky Randolph Date: 8-15-24  
Teacher/Club

Approved by: [Signature] Date: 8-15-24  
Principal

Approved by: [Signature] Date: 8-16-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: T-Shirt

Purpose of Fundraiser: Raise Money for Parent Club to be used for Oak Grove Students + Staff

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 10,472.81 Date 8-2-24

Anticipated date(s) of fundraiser: Beginning July 25, 24 Ending November 21, 2024

Expected Student Involvement (schoolwide or specific school organization): Presale order form, Online Sales, Event/Activity On Site

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash or Check or Paypal

How and when will these funds be spent to benefit students/instruction: School needs for teachers + students

Requested by: Christi Flowers - Parent Club Date: 8-2-24  
Teacher/Club

Approved by: [Signature] Date: 8-16-24  
Principal

Approved by: [Signature] Date: 8-16-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

*To be completed following fundraiser*

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



# Fundraiser Authorization

Proposed Fundraising Activity: MES PTO Envelopes

Purpose of Fundraiser: proceeds to provide support for students, teachers, staff events, and activities to benefit the success of the academic year

Fund/Account Name: MES PTO

Current balance of fund account \$ 17,429.61 Date 8-15-24

Anticipated date(s) of fundraiser: Beginning Aug 2024 Ending May 2025

Expected Student Involvement (schoolwide or specific school organization): School wide

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: MES PTO

How and when will these funds be spent to benefit students/instruction: 2024-25 school year

Requested by: MES PTO - Meredith White, Treasurer Date: 8-15-24  
Teacher/Club

Approved by: [Signature] Date: 8-15-24  
Principal

Approved by: [Signature] Date: 8-16-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Sugar Saloon

Purpose of Fundraiser: Raise Money for Parent Club to be used for Oak Grove Students + Staff

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 10,472.81 Date 8-20-24

Anticipated date(s) of fundraiser: Beginning 8-2-24 Ending 6-1-24

Expected Student Involvement (schoolwide or specific school organization): a percentage is given of sales on 1st Friday.

Margin of profit (if applicable): 0

Method by which school will receive profit: check

How and when will these funds be spent to benefit students/instruction: School needs for teachers + students

Requested by: Christi Flowers Parent Club Date: 8-16-24  
Teacher/Club

Approved by: [Signature] Date: 8.16.24  
Principal

Approved by: [Signature] Date: 8-16-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: Peo bus to away games

Purpose of Fundraiser: to Raise money for the LMS cheer team

Fund/Account Name: LMS Cheer

Current balance of fund account \$ 733.00 Date 8/12/24

Anticipated date(s) of fundraiser: Beginning 8/13/2024 Ending 10/31/24

Expected Student Involvement (schoolwide or specific school organization): all students are invited to participate.

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash

How and when will these funds be spent to benefit students/instruction: used for the LMS cheer season.

Requested by: Sarah Fowles LMS Cheer Date: 8/12/24  
Teacher/Club

Approved by: [Signature] Date: \_\_\_\_\_  
Principal

Approved by: [Signature] Date: 8-17-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



Linking Learning to Life

# Fundraiser Authorization

sponsorship

Proposed Fundraising Activity: Booster Boards and Banners

Purpose of Fundraiser: Raise money for yearly expenses such as team bags, sweats, t-shirts and food

Fund/Account Name: Girls Basketball & Boys Basketball

Current balance of fund account \$ 1500 Date 8-14-24

Anticipated date(s) of fundraiser: Beginning 8/16/24 Ending November 19, 2024

Expected Student Involvement (schoolwide or specific school organization): Girls and Boys basketball

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: checks

How and when will these funds be spent to benefit students/instruction: Team Expenses

Requested by: David Stealy / Lavon King Date: 8/13/24  
Teacher/Club

Approved by: [Signature] Date: 8/13/24  
Principal

Approved by: [Signature] Date: 8-14-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



### Fundraiser Authorization

Proposed Fundraising Activity: Joyful Traditions Cake Rolls

Purpose of Fundraiser: to help volleyball account this season

Fund/Account Name: LMS volleyball

Current balance of fund account \$ #1982.45 Date 8-12-24

Anticipated date(s) of fundraiser: Beginning 8-16-24 Ending 8-31-24

Expected Student Involvement (schoolwide or specific school organization): Team

Margin of profit (if applicable): \$7 per cake roll

Method by which school will receive profit: check sent after fundraiser is complete w/ be deducted for amt per cake roll sold.

How and when will these funds be spent to benefit students/instruction: help volleyball account

Requested by: Jennnda Johnson/volleyball Date: 8-12-24  
Teacher/Club

Approved by: Charlotten Date: 8-12-24  
Principal

Approved by: Carol Sovell Date: 8-22-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

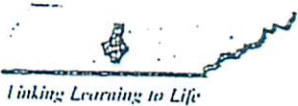
Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

T

Linking Learning to Life

Proposed Fundraising Activity: Mums Sale

Purpose of Fundraiser: H.S. & M.S. Basketball raise money for uniforms & equipment

Fund/Account Name: Forrest Hoops Boosters

Current balance of fund account \$ 21,000 Date 8/21/24

Anticipated date(s) of fundraiser: Beginning 8/21/24 Ending 9/30/24

Expected Student Involvement (school wide or specific school organization): Players will market mums to friends + family

Margin of profit (if applicable): 15-16,000

Method by which school will receive profit: check

How and when will these funds be spent to benefit students/instruction: Teams will purchase uniforms, team gear, equipment

Requested by: Catherine Borba Date: 8/21/24  
Teacher/Club

Approved by: [Signature] Date: 8/22/24  
Principal

Approved by: [Signature] Date: 8-22-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: MCHS Senior Shirts

Purpose of Fundraiser: To raise funds for the Class of 2025

Fund/Account Name: MCHS Seniors

Current balance of fund account \$ 1749.13 Date 8/23/2024

Anticipated date(s) of fundraiser: Beginning 08/26/2024 Ending 09/06/2024

Expected Student Involvement (schoolwide or specific school organization): Senior Class

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: \$20.00 per shirt

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Funds will be used for expenses associated with graduation and senior year activities and events.

Requested by: *Vanessa Sweeney* / Senior Sponsor Date: 8/23/2024  
Teacher/Club

Approved by: *[Signature]* Date: 8/23/24  
Principal

Approved by: *Carol Sorrell* Date: 8-26-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

*To be completed following fundraiser*

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



# Fundraiser Authorization

Proposed Fundraising Activity: Homecoming

Purpose of Fundraiser: raise money for teachers and students

Fund/Account Name: Delk-Henson Youth First

Current balance of fund account \$ 13,862.65 Date 8/27/24

Anticipated date(s) of fundraiser: Beginning 8/27/24 Ending 10/4/24

Expected Student Involvement (schoolwide or specific school organization): Students will buy wearable spirit items during Homecoming festivities

Margin of profit (if applicable): anything over cost

Method by which school will receive profit: as needed

How and when will these funds be spent to benefit students/instruction: material and equipment

Requested by: Stephanie Giles, Youth First President Date: 8/27/24  
Teacher/Club

Approved by: Robert J Reasonover Date: 8-27-24  
Principal

Approved by: Carol Lovell Date: 8-27-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

*To be completed following fundraiser*

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: Class Shirts

Purpose of Fundraiser: To raise funds for Student Council activities and events

Fund/Account Name: MCHS Student Council

Current balance of fund account \$ 520.99 Date 8/27/2024

Anticipated date(s) of fundraiser: Beginning 8/28/2024 Ending 9/20/2024

Expected Student Involvement (schoolwide or specific school organization): Schoolwide

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: \$20 per shirt / council will make

How and when will these funds be spent to benefit students/instruction: \$5 per shirt Funds will help

with leadership events and activities this school year.

Requested by: Vanessa Greeney Date: 8/27/2024  
Teacher/Club

Approved by: [Signature] Date: 8/27/24  
Principal

Approved by: [Signature] Date: 8-28-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Tidal Wave Car Wash Coupons

Purpose of Fundraiser: To raise funds for leadership activities, events, and expenses for the school year related to council

Fund/Account Name: MCHS Student Council

Current balance of fund account \$ 520.99 Date 8/27/2024

Anticipated date(s) of fundraiser: Beginning 8/28/2024 Ending 9/20/2024

Expected Student Involvement (schoolwide or specific school organization): Student council will sell to community

Margin of profit (if applicable): \$5 per coupon

Method by which school will receive profit: \$10 per coupon sold / we keep \$5 from each

How and when will these funds be spent to benefit students/instruction: Funds raised will help with costs associated with council events and activities this school year.

Requested by: Vanessa J. Sweeney Date: 8/27/2024  
Teacher/Club

Approved by: Justin Per Date: 8/27/24  
Principal

Approved by: Carol Sorrell Date: 8-28-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_



# Fundraiser Authorization

Pancake Breakfast

Proposed Fundraising Activity: \_\_\_\_\_

Purpose of Fundraiser: To raise money for players who cannot afford the player fee.

Fund/Account Name: LMS Softball

Current balance of fund account \$ 6300.00 Date 8/28/24

Anticipated date(s) of fundraiser: Beginning 8/30 Ending 8/30

Expected Student Involvement (schoolwide or specific school organization): Teachers, students, and staff

Margin of profit (if applicable): 300-500

Method by which school will receive profit: Cash or check

How and when will these funds be spent to benefit students/instruction: Put into our account and saved for student who needs the help.

Requested by: Carson Coble Date: 8/28/2024  
Teacher/Club

Approved by: [Signature] Date: 8/28/24  
Principal

Approved by: [Signature] Date: 8-29-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

*To be completed following fundraiser*

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Treat Trolley

Purpose of Fundraiser: Raise money for students and teachers

Fund/Account Name: Youth First

Current balance of fund account \$ \$14,607.74 Date 8/12/24

Anticipated date(s) of fundraiser: Beginning 9/1/24 Ending 5/20/24

Expected Student Involvement (schoolwide or specific school organization): Buying special snack treats on Fridays and special events

Margin of profit (if applicable): anything over cost

Method by which school will receive profit: as needed

How and when will these funds be spent to benefit students/instruction: materials and equipment

Requested by: Stephanie Giles Youth First President Date: 8/12/24

Approved by: Robert J. Reasoner Date: 8-15-24  
Teacher/Club  
Principal

Approved by: Carol Lovell Date: 8-15-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: CONCESSION STAND

Purpose of Fundraiser: RAISE MONEY FOR SOCCER EQUIPMENT AND  
END OF SEASON BANQUET

Fund/Account Name: FORREST SOCCER BOOSTER CLUB

Current balance of fund account \$ 13,117.22 Date 08/23/2024

Anticipated date(s) of fundraiser: Beginning Sept 2024 Ending Dec 2024

Expected Student Involvement (schoolwide or specific school organization):  
girls soccer team

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: 100% above cost

How and when will these funds be spent to benefit students/instruction:  
SOCCER EQUIPMENT @ home

Requested by: HATUN SWS / treasurer Date: 08/23/2024  
Teacher/Club Forrest Soccer  
Booster Club

Approved by: [Signature] Date: 8/26/24  
Principal

Approved by: [Signature] Date: 8-27-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: School Store

Purpose of Fundraiser: Raise money for Parent Club to be used for Oak Grove.

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 10,472.81 Date 8-16-2024

Anticipated date(s) of fundraiser: Beginning Sept. 2024 Ending April 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check

How and when will these funds be spent to benefit students/instruction: School needs for teachers and students

Requested by: Christi Flowers Parent Club  
Teacher/Club Date: \_\_\_\_\_

Approved by: [Signature]  
Principal Date: 8-15-24

Approved by: [Signature]  
Director of Schools Date: 8-16-24

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

old  
post  
office

Proposed Fundraising Activity: Tigerette Basketball Pop Up Sale at Gove Postal

Purpose of Fundraiser: yearly expenses

Fund/Account Name: Tigerette Basketball

Current balance of fund account \$ 3000 Date 8-26-24

Anticipated date(s) of fundraiser: Beginning 1 day in Sept <sup>saturdays</sup> Ending 1 day in Oct

Expected Student Involvement (schoolwide or specific school organization):  
Girls Basketball

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: checks & cash

How and when will these funds be spent to benefit students/instruction: food and yearly expenses

Requested by: David Stealy Date: 8-26-24  
Teacher/Club

Approved by: [Signature] Date: 8/26/24  
Principal

Approved by: [Signature] Date: 8-26-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

*To be completed following fundraiser*

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

T

Proposed Fundraising Activity: Calendar Fundraiser

Purpose of Fundraiser: building loan

Fund/Account Name: Softball booster club

Current balance of fund account \$ 9117.00 Date 8/8/24

Anticipated date(s) of fundraiser: Beginning 9/2/24 Ending 2/28/25

Expected Student Involvement (schoolwide or specific school organization): middle + high softball team

Margin of profit (if applicable): \$250 player - \$10,000

Method by which school will receive profit: check

How and when will these funds be spent to benefit students/instruction: hitting facility

Requested by: Shelby Lightfoot Date: 8/21/24  
Teacher/Club

Approved by: [Signature] Date: 8/22/24  
Principal

Approved by: [Signature] Date: 8-22-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



# Fundraiser Authorization

Proposed Fundraising Activity: FHS Homecoming Shirts

Purpose of Fundraiser: Library

Fund/Account Name: FHS Library

Current balance of fund account \$ 2846.84 Date 8.22.24

Anticipated date(s) of fundraiser: Beginning 9/24 Ending 10/24

Expected Student Involvement (schoolwide or specific school organization): N/A

Some might help sort shirts if needed.

Margin of profit (if applicable): ?

Method by which school will receive profit: check

How and when will these funds be spent to benefit students/instruction: materials  
for students, staff and/or learning

Requested by: Ashley Bartlett Date: 8.22.24  
Teacher/Club

Approved by: [Signature] Date: 8/23/24  
Principal

Approved by: [Signature] Date: 8-26-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: JV Football Concessions

Purpose of Fundraiser: raise money for traveling

Fund/Account Name: Cheer

Current balance of fund account \$ 6116.35 Date 8-30-24

Anticipated date(s) of fundraiser: Beginning 9-3-24 Ending 10-28-24

4 JV home games - that is the last one

Expected Student Involvement (schoolwide or specific school organization): Anyone who buys concessions

Margin of profit (if applicable): ≈ \$125

Method by which school will receive profit: Cash at game

How and when will these funds be spent to benefit students/instruction: for cheerleaders to get to the games

Requested by: Carolyn Mills - cheer Date: 8-30-24  
Teacher/Club

Approved by: [Signature] Date: 8/30/24  
Principal

Approved by: [Signature] Date: 8-30-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



### Fundraiser Authorization

Proposed Fundraising Activity: Middle School Homecoming Dance

Purpose of Fundraiser: Money for CMS Cheer

Fund/Account Name: CMS Cheer

Current balance of fund account \$ 5202.<sup>03</sup> Date 8/22/24

Anticipated date(s) of fundraiser: Beginning Sept 7, 24 Ending Sept 7, 24

Expected Student Involvement (schoolwide or specific school organization): Middle school students

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash

How and when will these funds be spent to benefit students/instruction: Funds will be used for cheer supplies/items / future uniforms

Requested by: Pierceall / Blalock Date: 8/22/24

CMS Cheer  
Teacher/Club

Approved by: \_\_\_\_\_ Date: 8/22/24

[Signature]  
Principal

Approved by: \_\_\_\_\_ Date: 9-22-24

[Signature]  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



## Fundraiser Authorization

Proposed Fundraising Activity: Calendar Fundraiser

Purpose of Fundraiser: Play Dates, Uniforms, Equipment

Fund/Account Name: CMS Softball

Current balance of fund account \$ 9,807.<sup>72</sup> Date 9/3/24

Anticipated date(s) of fundraiser: Beginning September 9, 2024 Ending October 3, 2024

Expected Student Involvement (schoolwide or specific school organization): CMS Softball

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash and Check

How and when will these funds be spent to benefit students/instruction: Paying for play dates in the spring, filling in uniforms that are needed, and equipment such as bands, flat hands, softballs, etc...

Requested by: Ale Kirby Date: 9/3/2024  
Teacher/Club

Approved by: [Signature] Date: 9/3/24 Principal

Approved by: [Signature] Date: 9-3-24 Director  
of Schools

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



Linking Learning to Life

# Fundraiser Authorization

Proposed Fundraising Activity: senior parking spot painting fee

Purpose of Fundraiser: To help cover expenses for the basketball season

Fund/Account Name: Middle School Girls Basketball

Current balance of fund account \$ 1,065.26 Date 9/9/24

Anticipated date(s) of fundraiser: Beginning 9/9/24 Ending 9/15/24

Expected Student Involvement (schoolwide or specific school organization): Senior Students

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: parking spot fee

How and when will these funds be spent to benefit students/instruction: To help with the expenses of the basketball season

Requested by: Jessica Luna  
Teacher/Club

Date: 9/9/24

Approved by: [Signature]  
Principal

Date: 9/9/24

Approved by: [Signature]  
Director of Schools

Date: 9-9-24

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Chili Cook-off

Purpose of Fundraiser: to raise funds for CHS FCCLA

Fund/Account Name: FCCLA / Family, Career, Community Leaders of Time

Current balance of fund account \$ 558.89 Date 9/5/24

Anticipated date(s) of fundraiser: Beginning 9/9/24 Ending 10/22/24

Expected Student Involvement (school-wide or specific school organization): School wide event hosted by FCCLA

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash

How and when will these funds be spent to benefit students/instruction: throughout school year to fund trips and competitive events

Requested by: Lauren Briggs / FCCLA Date: 9/5/24  
Teacher/Club

Approved by: [Signature] Date: 9/5/24  
Principal

Approved by: [Signature] Date: 9-5-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Senior calendar

Purpose of Fundraiser: To raise funds for senior year expenses - graduation, senior trip, etc.

Fund/Account Name: Class of 2025

Current balance of fund account \$ 1749.13 Date 8-27-24

Anticipated date(s) of fundraiser: Beginning 9/11/24 Ending 10/11/24

Expected Student Involvement (schoolwide or specific school organization): Senior class of 2025

Margin of profit (if applicable): 100% of calendar donations after reward expenses

Method by which school will receive profit: direct payment

How and when will these funds be spent to benefit students/instruction: graduation trip, homecoming, etc.

Requested by: Lacy Hooten  
Teacher/Club

Date: 8/26/2024

Approved by: [Signature]  
Principal

Date: 8/26/24

Approved by: [Signature]  
Director of Schools

Date: 8-27-24

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: LifeSouth Blood Drive

Purpose of Fundraiser: proceeds will help pay for CNS StuCo activities and projects

Fund/Account Name: CNS Student Council

Current balance of fund account \$ 256.79 Date 9-9-24

Anticipated date(s) of fundraiser: Beginning 9-16-24 Ending 9-16-24

Expected Student Involvement (schoolwide or specific school organization): CNS student body and community volunteers

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: donation

How and when will these funds be spent to benefit students/instruction: 2024-25 StuCo activities and projects

Requested by: Karen Stewart Date: 9-9-24  
Teacher/Club

Approved by: [Signature] Date: 9/9/24  
Principal

Approved by: [Signature] Date: 9-9-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



# Fundraiser Authorization

Proposed Fundraising Activity: Rocket Walk by SMAK Club

Purpose of Fundraiser: Raise money for service projects, teacher classroom needs, reward trips, student events

Fund/Account Name: 5th and 6th SMAK

Current balance of fund account \$ 6816.34 / 7323.65 <sup>5th</sup> / <sup>6th</sup> Date 8/26/24

Anticipated date(s) of fundraiser: Beginning Sept. 30, 2024 Ending October 24, 2024

Expected Student Involvement (schoolwide or specific school organization): Donations

Margin of profit (if applicable): 100%

Method by which school will receive profit: Donations by student family + friends

How and when will these funds be spent to benefit students/instruction: Funds are used for service projects, teacher classrooms, + student events

Requested by: Jerac Stacey Teacher/Club Date: 8-27-24

Approved by: Robert J. Reasons Principal Date: 8-27-24

Approved by: Paul Linn Director of Schools Date: 8-27-24

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Purposed Fundraising Activity: Calendar Days (Fill a Calendar)

Purpose of Fundraiser: Fund the wrestling season

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning Oct. 2024 Ending Dec. 2024

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

100% Wrestling Team

Margin of Profit (if applicable): 100%

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by:  Date: 9/3/24

Principal

Approved by:  Date: 9-5-24

Director of Schools

*\* \*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Purposed Fundraising Activity: Company Sponsorships

Purpose of Fundraiser: Fund the wrestling season

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning Oct. 2024 Ending Mar. 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_ 100%

Method by which school will receive profit: \_\_\_\_\_ Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by:  Date: 9/3/24

Principal

Approved by:  Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature

# Fundraiser Authorization

Purposed Fundraising Activity: SWAG Store

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning Oct. 2024 Ending June. 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

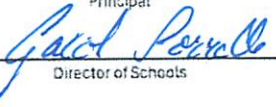
Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by:  Date: 9/3/24

Principal

Approved by:  Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature

# Fundraiser Authorization

Purposed Fundraising Activity: Chilli/Spaghetti Supper (Date-TBD)

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning Oct.2024 Ending Feb. 2025

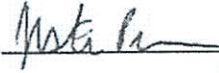
Expected Student Involvement (schoolwide or specific school organization):  
Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction:  
Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024  
Teacher/Club

Approved by:  Date: 9/3/24  
Principal

Approved by:  Date: 9-5-24  
Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature



# Fundraiser Authorization

Proposed Fundraising Activity: Homecoming Spirit Items

Purpose of Fundraiser: Raise Money for Parent Club to be used for Oak Grove Students + Staff

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 10,472.81 Date 8-2-24

Anticipated date(s) of fundraiser: Beginning October 1, 2024 Ending October 31, 2024

Expected Student Involvement (schoolwide or specific school organization): presale order form

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash or check

How and when will these funds be spent to benefit students/instruction: School needs for teachers + students

Requested by: Christi Flowers - Parent Club Date: \_\_\_\_\_  
Teacher/Club

Approved by: [Signature] Date: 8.16.24  
Principal

Approved by: [Signature] Date: 8-16-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Fall Festival

Purpose of Fundraiser: Raise Money for Parent Club to be used for Oak Grove Students + Staff

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 10,472.81 Date 8-2-24

Anticipated date(s) of fundraiser: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Expected Student Involvement (schoolwide or specific school organization): attendance, silent auction, donations, games

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash, check, paypal

How and when will these funds be spent to benefit students/instruction: School needs for teachers + students

Requested by: Christi Flower - Parent Club Date: 8-2-24  
Teacher/Club

Approved by: [Signature] Date: 8.16.24  
Principal

Approved by: [Signature] Date: 8-16-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: MCHS FBLA Coffee Sale

Purpose of Fundraiser: To raise funds for club activities, field trips, and graduation cords

Fund/Account Name: MCHS FBLA

Current balance of fund account \$ 2257.95 Date 9.6.24

Anticipated date(s) of fundraiser: Beginning Oct. 3, 2024 Ending Oct. 21, 2024

Expected Student Involvement (schoolwide or specific school organization): Future Business Leaders Members

Margin of profit (if applicable): 45%

Method by which school will receive profit: Direct collection

How and when will these funds be spent to benefit students/instruction: Funds will be spent during the 2024-2025 school year for bus expenses, subs, cords, supplies, etc.

Requested by: Kimberly Anderson Date: Sept. 6, 2024  
Teacher/Club

Approved by: [Signature] Date: 9/6/24  
Principal

Approved by: [Signature] Date: 9-6-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Book Fair

Purpose of Fundraiser: To buy more books and supplies for the library

Fund/Account Name: Library

Current balance of fund account \$ 871.96 Date 8-16-24

Anticipated date(s) of fundraiser: Beginning October 4th Ending October 10th

Expected Student Involvement (schoolwide or specific school organization): School wide

Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Cash

How and when will these funds be spent to benefit students/instruction: The funds will be used to put more books in the hands of students and to promote reading.

Requested by: Ruth Hagood Date: 8-16-24  
Teacher/Club

Approved by: Cheryl Ewing Date: 8-20-24  
Principal

Approved by: Carol Lovell Date: 8-21-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Previous Year's Profit  
\$1,595.58

Proposed fundraising Activity: Homecoming Dance

Purpose of Fundraiser: To raise funds for a donation to TN school for the Blind and to sponsor a leader Dog (seeing eye dog)

Fund/Account Name: Leo Club

Current balance of fund account \$ 5,528.74 Date 5-31-2024

Anticipated date(s) of fundraiser: Beginning Oct. 5, 2024 Ending Oct. 5, 2024

Expected Student Involvement (schoolwide or specific school organization): Leo Club students will decorate, promote, and sell tickets at the door for the dance. 9th - 12th grade students will attend the dance.

Margin of profit (if applicable): 50% - 75%

Method by which school will receive profit: Sales at the door

How and when will these funds be spent to benefit students/instruction: Students will have to plan, advertise, decorate, planning so costs are minimized to be able to make the maximum donation.

Requested by: Lorrie Cleaveland Date: 8-22-24  
Teacher/Club

Approved by: [Signature] Date: 8/23/24  
Principal

Approved by: [Signature] Date: 8-26-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Halloween Alumni Softball Game

Purpose of Fundraiser: Raise money for team expenses

Fund/Account Name: 6100 MCHS Softball

Current balance of fund account \$ 3,237.16 Date 8-16-24

Anticipated date(s) of fundraiser: Beginning 10-27-24 Ending 10-27-24

Expected Student Involvement (schoolwide or specific school organization): Softball

team of Alumni

Margin of profit (if applicable): ≈ \$ 500.00

Method by which school will receive profit: Cash / checks

How and when will these funds be spent to benefit students/instruction: As needed

Requested by: Amy Bonner Date: 8-16-24  
Teacher/Club

Approved by: [Signature] Date: 8/16/24  
Principal

Approved by: [Signature] Date: 8-19-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Purposed Fundraising Activity: Cornhole Tournament

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning November 2024 Ending June 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by: [Signature] Date: 9/4/24

Principal

Approved by: [Signature] Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Book Fair

Purpose of Fundraiser: Raise money to purchase more books for the OGES Library

Fund/Account Name: Library

Current balance of fund account \$ 2493.84 Date 8/8/24

Anticipated date(s) of fundraiser: Beginning 11/8/24 Ending 11/14/24

Expected Student Involvement (schoolwide or specific school organization): Schoolwide

Margin of profit (if applicable): 30%

Method by which school will receive profit: cash received from daily purchases

How and when will these funds be spent to benefit students/instruction: After total profit is determined, books will be purchased for the Library.

Requested by: Lori C. Lancaster / Library Date: 8/8/24  
Teacher/Club

Approved by: [Signature] Date: 8.12.24  
Principal

Approved by: [Signature] Date: 8-13-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Previous Year's Profit 330.14

Proposed Fundraising Activity: Poinsettia sale

Purpose of Fundraiser: To continue the learning experience. Fund purchase of seeds, etc. for the Spring Plant sale.

Fund/Account Name: CDC Community Experience

Current balance of fund account \$ 5,370.89 Date 5-31-2024

Anticipated date(s) of fundraiser: Beginning Nov. 18, 2024 Ending Dec. 18, 2024

Expected Student Involvement (schoolwide or specific school organization): CDC Students

Margin of profit (if applicable): 40%

Method by which school will receive profit: Sales at school

How and when will these funds be spent to benefit students/instruction: Students will care for and grow the smaller plants until ready for sale. Students interested customers, calculate order totals and make change.

Requested by: Larrie Cleland Date: 8-22-2024  
Teacher/Club

Approved by: [Signature] Date: 8/23/24  
Principal

Approved by: [Signature] Date: 8-26-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Purposed Fundraising Activity: Candy Bar Sales

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning Dec. 2024 Ending Feb 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by:  Date: 9/4/24

Principal

Approved by:  Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Previous Year's Profit  
0

Proposed Fundraising Activity: Coffee Shop

Purpose of Fundraiser: To continue the learning experience by using prof. to buy supplies

Fund/Account Name: CDC Community Experiences

Current balance of fund account \$ 5,522.74 Date 5-31-2004

Anticipated date(s) of fundraiser: Beginning Jan. 2005 Ending May 2005

Expected Student Involvement (schoolwide or specific school organization): CDC Student selling to student body.

Margin of profit (if applicable): 50% anticipated

Method by which school will receive profit: Sales at school

How and when will these funds be spent to benefit students/instruction: To continue the learning experience. Students will prepare & sale items twice a month during Pocket Time. Students will develop a simple menu, take & prepare orders, make changes, etc.

Requested by: Larrie Head  
Teacher/Club

Date: 8-22-2004

Approved by: [Signature]  
Principal

Date: 8/23/04

Approved by: [Signature]  
Director of Schools

Date: 8-26-04

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Previous Year's Profit 7240.4:

Proposed Fundraising Activity: Pancake Breakfast + Craft Fair

Purpose of Fundraiser: To raise funds for the Leo Club's NHC visit, items for residents, etc.

Fund/Account Name: Leo Club

Current balance of fund account \$ 5,528.74 Date 5-31-2024  
(set up)

Anticipated date(s) of fundraiser: Beginning Feb. 21, 2025 Ending Feb. 22, 2025

Expected Student Involvement (schoolwide or specific school organization): Leo Club students will sell tickets at the door, cook and serve food, mark off booth spaces and manage the craft fair.

Margin of profit (if applicable): 50 - 75%

Method by which school will receive profit: Sales at the door, booth space rental fees

How and when will these funds be spent to benefit students/instruction: Students will have to plan menu, manage costs, cook + serve appropriately, plan booth spaces and advertise, manage profit to maximize gifts to residents at NHC.

Requested by: Lorrie Cleaveland  
Teacher/Club

Date: 8-22-2024

Approved by: [Signature]  
Principal

Date: 8/23/24

Approved by: [Signature]  
Director of Schools

Date: 8-26-24

\*\* Request must be made 60 days prior to the proposed fundraiser.

### To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



### Fundraiser Authorization

Proposed Fundraising Activity: Book Fair

Purpose of Fundraiser: Raise money to purchase more books for the OGES Library

Fund/Account Name: Library

Current balance of fund account \$ 2493.84 Date 8/8/24

Anticipated date(s) of fundraiser: Beginning 2/21/25 Ending 2/27/25

Expected Student Involvement (schoolwide or specific school organization): Schoolwide

Margin of profit (if applicable): 30%

Method by which school will receive profit: cash received from daily purchases

How and when will these funds be spent to benefit students/instruction: After total profit is determined, books will be purchased for the Library.

Requested by: Joni C. Hancock / Library Date: 8/8/24  
Teacher/Club

Approved by: [Signature] Date: 8.12.24  
Principal

Approved by: [Signature] Date: 8-12-24  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser:

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_



# Fundraiser Authorization

Previous Year's Profit \$645.99

Proposed Fundraising Activity: Spring Plant Sale

Purpose of Fundraiser: To continue the learning experience / fund pinzetta seedling purchase for Fall of 2025

Fund/Account Name: CDC Community Experience

Current balance of fund account \$ 5370.89 Date 5-31-2024

Anticipated date(s) of fundraiser: Beginning April 1, 2025 Ending May 9, 2025

Expected Student Involvement (schoolwide or specific school organization):

CDC Students

Margin of profit (if applicable): 25% to 50%

Method by which school will receive profit: Sales at school

How and when will these funds be spent to benefit students/instruction: This is a year round experience. Students learn how to plant seeds, care for and grow smaller plants. Students interact @ customers, calculate order totals and make change.

Requested by: Larrie Cleard  
Teacher/Club

Date: 8-22-2024

Approved by: [Signature]  
Principal

Date: 8/23/24

Approved by: [Signature]  
Director of Schools

Date: 8-26-24

\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Total Collections \$ \_\_\_\_\_

Less: Total Expenses \$ \_\_\_\_\_

Total Fundraiser Profit \$ \_\_\_\_\_

Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

\*Difference \$ \_\_\_\_\_

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Purposed Fundraising Activity: Car Washes (2 Dates-TBD)

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning May 2025 Ending July 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by: [Signature] Date: 9/3/24

Principal

Approved by: [Signature] Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature

# Fundraiser Authorization

Purposed Fundraising Activity: Wrestling Camp

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning June 2025 Ending June 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, Parents, Community

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by: [Signature] Date: 9/3/24

Principal

Approved by: [Signature] Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

# Fundraiser Authorization

Purposed Fundraising Activity: YPN Fun Fridays

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning June 2025 Ending July 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by: [Signature] Date: 9/3/24

Principal

Approved by: [Signature] Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

\_\_\_\_\_  
Principal's Signature

# Fundraiser Authorization

Purposed Fundraising Activity: Pancake Breakfast

Purpose of Fundraiser: Funding the wrestling team

Fund/Account Name: 6154-MCHS Wrestling

Current balance of fund account: \$ 5,501.76 Date: 8/29/2024

Anticipated date(s) of fundraiser: Beginning July 2025 Ending July 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_

Wrestling Team, Coaches, and Parents

Margin of Profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: Check and/or Cash

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_

Wrestling supplies, tournament fees, equipment, and bus transportations.

Requested by: T. Yelton-MCHS Wrestling Date: 8/29/2024

Teacher/Club

Approved by:  Date: 9/3/24

Principal

Approved by:  Date: 9-5-24

Director of Schools

*\*\*Request must be made 60 days prior to the proposed fundraiser.*

*To be completed following fundraiser:*

Total Collections \$ -

Less: Total Expenses \$ -

Total Fundraiser Profit \$ -

Total Purchases with Fundraiser Profit \$ -

\*Difference \$ -

*\*If the amount spent is less than the profit, please provide explanation and intended disposition of balance. (The disposition of excess proceeds or a change in authorized purpose must be approved by the director of schools.)*

Principal's Signature \_\_\_\_\_

**2024-2025 Consolidated Application  
Free/Reduced Lunch Percentages**

**Aug. 2024**

School	# Free/Red	ADM	% F/R
MES	286	403	70.97%
LMS	303	428	70.79%
WES	396	566	69.96%
OGES	298	420	70.95%
CES	212	477	44.44%
MCHS	537	816	65.81%
CHS	168	400	42.00%
CHES	195	556	35.07%
FHS	257	800	32.13%
DHIS	164	425	38.59%
<b>District</b>	<b>2816</b>	<b>5291</b>	<b>53.22%</b>

**Sept. 2024**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Oct. 2024**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Nov. 2024**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Dec. 2024**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Jan. 2025**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Feb. 2025**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Mar. 2025**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Apr. 2025**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**May 2025**

School	# Free/Red	ADM	% F/R
MES	0	0	#DIV/0!
LMS	0	0	#DIV/0!
WES	0	0	#DIV/0!
OGES	0	0	#DIV/0!
CES	0	0	#DIV/0!
MCHS	0	0	#DIV/0!
CHS	0	0	#DIV/0!
CHES	0	0	#DIV/0!
FHS	0	0	#DIV/0!
DHIS	0	0	#DIV/0!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

Acct	Acct Description	2023-24	2023-24	2023-24	2023-24	2023-24	Unexpended	June 2023-24
		Original Budget	Budget Revisions	Revised Budget	FYTD Activity	FYTD %	Balance	Monthly Activity
141	GENERAL PURPOSE SCHOOL							
40110	CURRENT PROPERTY TAX	9,217,710.00	0.00	9,217,710.00	9,470,057.94	102.74	-252,347.94	95,226.42
40120	TRUSTEE'S COLLECTIONS - PRIOR	149,934.00	0.00	149,934.00	169,341.91	112.94	-19,407.91	0.00
40125	TRUSTEE'S COLLECTIONS - BANKRU	5,000.00	0.00	5,000.00	6,798.07	135.96	-1,798.07	0.00
40130	CIR CLK/CLK & MASTER COLLECTIO	51,676.00	0.00	51,676.00	73,733.06	142.68	-22,057.06	0.00
40140	INTEREST AND PENALTY	30,513.00	0.00	30,513.00	48,728.10	159.70	-18,215.10	4,066.81
401--	COUNTY PROPERTY TAXES	9,454,833.00	0.00	9,454,833.00	9,768,659.08	103.32	-313,826.08	99,293.23
40210	LOCAL OPTION SALES TAX	2,183,549.00	0.00	2,183,549.00	5,014,302.95	229.64	-2,830,753.95	849,762.68
40275	MIXED DRINK TAX	6,000.00	0.00	6,000.00	19,695.70	328.26	-13,695.70	143.25
402--	COUNTY LOCAL OPTION TAXES	2,189,549.00	0.00	2,189,549.00	5,033,998.65	229.91	-2,844,449.65	849,905.93
41110	MARRIAGE LICENSES	1,867.00	0.00	1,867.00	2,223.00	119.07	-356.00	304.00
411--	LICENSES	1,867.00	0.00	1,867.00	2,223.00	119.07	-356.00	304.00
43517	TUITION - OTHER	75,000.00	0.00	75,000.00	211,284.54	281.71	-136,284.54	27,620.00
43570	RECEIPTS FROM INDIVIDUAL SCHOOL	50,000.00	0.00	50,000.00	84,676.39	169.35	-34,676.39	5,381.60
43583	TBI CRIMINAL BACKGROUND FEE	500.00	0.00	500.00	473.95	94.79	26.05	0.00
435--	EDUCATION CHARGES	125,500.00	0.00	125,500.00	296,434.88	236.20	-170,934.88	33,001.60
43990	OTHER CHARGES FOR SERVICES	40,000.00	0.00	40,000.00	40,943.00	102.36	-943.00	7,846.50
439--		40,000.00	0.00	40,000.00	40,943.00	102.36	-943.00	7,846.50
44130	SALE OF MATERIALS AND SUPPLIES	3,000.00	0.00	3,000.00	4,945.50	164.85	-1,945.50	305.50
44170	MISCELLANEOUS REFUNDS	80,000.00	0.00	80,000.00	80,660.07	100.83	-660.07	1,534.47
441--	RECURRING ITEMS	83,000.00	0.00	83,000.00	85,605.57	103.14	-2,605.57	1,839.97
44530	SALE OF EQUIPMENT	3,000.00	0.00	3,000.00	22,545.00	751.50	-19,545.00	0.00
44560	DAMAGES RECOVERED FROM INDIVID	1,000.00	0.00	1,000.00	2,088.54	208.85	-1,088.54	-712.50
44570		0.00	0.00	0.00	810.00	0.00	-810.00	0.00
445--	NONRECURRING ITEMS	4,000.00	0.00	4,000.00	25,443.54	636.09	-21,443.54	-712.50

Acct	Acct Description	2023-24	2023-24	2023-24	2023-24	2023-24	Unexpended	June 2023-24
		Original Budget	Budget Revisions	Revised Budget	FYTD Activity	FYTD %	Balance	Monthly Activity
141	GENERAL PURPOSE SCHOOL							
46510	TISA	38,085,621.00	0.00	38,085,621.00	38,285,589.20	100.53	-199,968.20	3,788,323.32
46513	TISA On-Behalf Payment	0.00	0.00	0.00	71,896.95	0.00	-71,896.95	71,896.95
46515	EARLY CHILDHOOD EDUCATION	193,519.00	52,811.46	246,330.46	234,974.06	95.39	11,356.40	89,438.33
46550	DRIVER EDUCATION	15,662.00	0.00	15,662.00	19,070.68	121.76	-3,408.68	0.00
46590	OTHER STATE EDUCATION FUNDS	0.00	3,872,508.57	3,872,508.57	646,843.56	16.70	3,225,665.01	646,843.56
465--	STATE EDUCATION FUNDS	38,294,802.00	3,925,320.03	42,220,122.03	39,258,374.45	92.98	2,961,747.58	4,596,502.16
46610	CAREER LADDER PROGRAM	58,350.00	0.00	58,350.00	59,812.74	102.51	-1,462.74	1,144.60
466--	CAREER LADDER PROGRAM	58,350.00	0.00	58,350.00	59,812.74	102.51	-1,462.74	1,144.60
46790	OTHER VOCATIONAL	0.00	0.00	0.00	325,044.27	0.00	-325,044.27	47,272.56
467--	VOCATIONAL	0.00	0.00	0.00	325,044.27	0.00	-325,044.27	47,272.56
46851	STATE REVENUE SHARING -T.V.A.	190,000.00	0.00	190,000.00	190,000.00	100.00	0.00	0.00
468--	OTHER STATE REVENUES	190,000.00	0.00	190,000.00	190,000.00	100.00	0.00	0.00
46980		0.00	285,203.66	285,203.66	257,845.25	90.41	27,358.41	49,264.15
46990		0.00	115,021.35	115,021.35	138,253.34	120.20	-23,231.99	60,282.49
469--		0.00	400,225.01	400,225.01	396,098.59	98.97	4,126.42	109,546.64
47147	SAFE AND DRUG-FREE SCHOOLS-ST	0.00	280,000.00	280,000.00	224,791.54	80.28	55,208.46	43,187.08
471--	FEDERAL THROUGH STATE	0.00	280,000.00	280,000.00	224,791.54	80.28	55,208.46	43,187.08
47710		0.00	328,456.00	328,456.00	328,456.00	100.00	0.00	328,456.00
477--		0.00	328,456.00	328,456.00	328,456.00	100.00	0.00	328,456.00
49700	INSURANCE RECOVERY	2,000.00	139,414.96	141,414.96	181,063.49	128.04	-39,648.53	21,413.00
497--	INSURANCE RECOVERY	2,000.00	139,414.96	141,414.96	181,063.49	128.04	-39,648.53	21,413.00
----	GENERAL PURPOSE SCHOOL	50,443,901.00	5,073,416.00	55,517,317.00	56,216,948.80	101.26	-699,631.80	6,139,000.77

Acct	Acct Description	2023-24 Original Budget	2023-24 Budget Revisions	2023-24 Revised Budget	2023-24 FYTD Activity	2023-24 FYTD %	Unexpended Balance	June 2023-24 Monthly Activity
	Grand Revenue Totals	50,443,901.00	5,073,416.00	55,517,317.00	56,216,948.80	101.26	-699,631.80	6,139,000.77

Number of Accounts: 43

\*\*\*\*\* End of report \*\*\*\*\*

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71100	REGULAR INSTRUCTION PROGRAM								
116	TEACHERS	16,898,180.00	17,072,340.00	16,973,522.32	0.00	98,817.68	99.42	3,057,366.02	0.00
117	CAREER LADDER PROGRAM	35,200.00	35,200.00	31,857.50	0.00	3,342.50	90.50	0.00	0.00
128	HOMEBOUND TEACHERS	10,000.00	10,000.00	3,510.00	0.00	6,490.00	35.10	0.00	0.00
163	EDUCATIONAL ASSISTANTS	716,137.00	815,437.00	793,678.86	0.00	21,758.14	97.33	138,617.01	0.00
186	LONGEVITY PAY	184,225.00	189,325.00	189,250.00	0.00	75.00	99.96	8,700.00	0.00
189	OTHER SALARIES & WAGES	706,570.00	736,570.00	716,863.58	0.00	19,706.42	97.32	80,868.23	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	30,000.00	30,000.00	16,445.86	0.00	13,554.14	54.82	1,400.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	180,000.00	400,000.00	377,046.81	0.00	22,953.19	94.26	27,617.50	0.00
201	SOCIAL SECURITY	1,163,117.00	1,104,536.45	1,088,881.32	0.00	15,655.13	98.58	202,206.94	0.00
204	PENSIONS	851,618.00	1,319,521.91	1,319,241.22	0.00	280.69	99.98	235,721.42	0.00
207	MEDICAL INSURANCE	3,865,190.00	3,515,190.00	3,515,190.00	0.00	0.00	100.00	19,516.41	0.00
208	DENTAL INSURANCE	12,049.00	12,049.00	11,213.04	0.00	835.96	93.06	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	9,510.00	9,600.00	9,599.49	0.00	0.51	99.99	85.58	0.00
212	EMPLOYER MEDICARE	272,020.00	277,029.39	261,521.01	0.00	15,508.38	94.40	48,162.25	0.00
217	RETIREMENT-HYBRID STABILIZATIO	555,586.00	81,566.00	73,361.95	0.00	8,204.05	89.94	13,090.87	0.00
336	MAINTENANCE AND REPAIR SERVICE	197,794.00	109,544.00	185,190.87	0.00	-75,646.87	169.06	4,576.20	144,268.82
355	TRAVEL	2,000.00	3,452.00	3,451.31	0.00	0.69	99.98	131.05	0.00
356	TUITION	12,000.00	12,000.00	2,725.00	0.00	9,275.00	22.71	0.00	0.00
399	OTHER CONTRACTED SERVICES	88,500.00	363,500.00	356,942.70	0.00	6,557.30	98.20	2,693.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	321,400.00	457,251.77	406,042.56	0.00	51,209.21	88.80	38,150.44	2,305.51
449	TEXTBOOKS	500,000.00	500,000.00	474,860.22	0.00	25,139.78	94.97	11,224.22	210,255.52
499	OTHER SUPPLIES AND MATERIALS	0.00	4,000.00	1,884.28	0.00	2,115.72	47.11	1,443.70	440.58
595	TISA On-behalf Payments	0.00	0.00	71,896.95	0.00	-71,896.95	0.00	71,896.95	0.00
599	OTHER CHARGES	0.00	7,661.00	13,082.21	0.00	-5,421.21	170.76	7,661.00	5,421.21
722	REGULAR INSTRUCTION EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	18,000.00	0.00
790	OTHER EQUIPMENT	118,000.00	131,670.00	132,321.09	0.00	-651.09	100.49	11,046.60	10,656.31
---	REGULAR INSTRUCTION PROGRAM	26,729,096.00	27,197,443.52	27,029,580.15	0.00	167,863.37	99.38	4,000,175.39	373,347.95

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71150	ALTERNATIVE INSTRUCTION PROGRA								
116	TEACHERS	131,523.00	131,528.00	131,524.00	0.00	4.00	100.00	21,920.60	0.00
186	LONGEVITY PAY	1,450.00	1,450.00	1,450.00	0.00	0.00	100.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	1,000.00	1,600.00	1,125.00	0.00	475.00	70.31	90.00	0.00
201	SOCIAL SECURITY	8,307.00	8,307.00	7,590.06	0.00	716.94	91.37	1,364.66	0.00
204	PENSIONS	9,056.00	9,056.00	9,055.55	0.00	0.45	100.00	1,492.80	0.00
207	MEDICAL INSURANCE	35,297.00	35,297.00	35,297.00	0.00	0.00	100.00	155.13	0.00
208	DENTAL INSURANCE	92.00	92.00	91.20	0.00	0.80	99.13	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	45.12	0.00	17.88	71.62	0.27	0.00
212	EMPLOYER MEDICARE	1,943.00	1,943.00	1,775.10	0.00	167.90	91.36	319.15	0.00
399	OTHER CONTRACTED SERVICES	3,000.00	3,000.00	1,104.40	0.00	1,895.60	36.81	89.33	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	800.00	800.00	400.00	0.00	400.00	50.00	0.00	0.00
722	REGULAR INSTRUCTION EQUIPMENT	3,000.00	3,000.00	1,093.51	0.00	1,906.49	36.45	0.00	0.00
---	ALTERNATIVE INSTRUCTION PROGRA	195,531.00	196,136.00	190,550.94	0.00	5,585.06	97.15	25,431.94	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71200	SPECIAL EDUCATION PROGRAM								
116	TEACHERS	1,540,871.00	1,340,871.00	1,336,079.43	0.00	4,791.57	99.64	213,705.51	0.00
117	CAREER LADDER PROGRAM	5,500.00	5,500.00	5,500.00	0.00	0.00	100.00	0.00	0.00
128	HOMEBOUND TEACHERS	6,000.00	6,000.00	3,525.00	0.00	2,475.00	58.75	0.00	0.00
163	EDUCATIONAL ASSISTANTS	631,701.00	551,301.00	531,079.63	0.00	20,221.37	96.33	79,582.95	0.00
171	SPEECH PATHOLOGIST	261,925.00	221,925.00	205,143.00	0.00	16,782.00	92.44	22,153.10	0.00
186	LONGEVITY PAY	31,300.00	31,300.00	30,225.00	0.00	1,075.00	96.57	2,450.00	0.00
189	OTHER SALARIES & WAGES	0.00	200.00	162.50	0.00	37.50	81.25	0.00	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	3,500.00	3,500.00	1,950.00	0.00	1,550.00	55.71	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	24,000.00	47,000.00	43,975.00	0.00	3,025.00	93.56	1,985.00	0.00
201	SOCIAL SECURITY	155,297.00	125,297.00	122,068.81	0.00	3,228.19	97.42	19,804.44	0.00
204	PENSIONS	112,660.00	154,205.00	154,202.07	0.00	2.93	100.00	23,263.59	0.00
207	MEDICAL INSURANCE	787,649.00	587,649.00	587,649.00	0.00	0.00	100.00	3,462.37	0.00
208	DENTAL INSURANCE	2,190.00	2,190.00	1,901.52	0.00	288.48	86.83	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	1,700.00	1,700.00	1,507.04	0.00	192.96	88.65	31.58	0.00
212	EMPLOYER MEDICARE	36,320.00	36,320.00	28,691.21	0.00	7,628.79	79.00	4,638.19	0.00
217	RETIREMENT-HYBRID STABILIZATIO	79,039.00	37,494.00	6,191.44	0.00	31,302.56	16.51	966.38	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	0.00	112,000.00	98,820.00	0.00	13,180.00	88.23	0.00	0.00
399	OTHER CONTRACTED SERVICES	0.00	400.00	399.98	0.00	0.02	100.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	7,000.00	7,000.00	6,000.00	0.00	1,000.00	85.71	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	0.00	2,811.46	0.00	0.00	2,811.46	0.00	0.00	0.00
725	SPECIAL EDUCATION EQUIPMENT	0.00	50,000.00	48,207.76	0.00	1,792.24	96.42	0.00	0.00
790	OTHER EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	SPECIAL EDUCATION PROGRAM	3,687,652.00	3,325,663.46	3,213,278.39	0.00	112,385.07	96.62	372,043.11	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71300	CAREER AND TECHNICAL EDUCATION								
116	TEACHERS	1,125,258.00	1,164,864.00	1,164,854.71	0.00	9.29	100.00	200,394.03	0.00
117	CAREER LADDER PROGRAM	3,000.00	3,000.00	3,000.00	0.00	0.00	100.00	0.00	0.00
186	LONGEVITY PAY	12,150.00	12,150.00	11,450.00	0.00	700.00	94.24	1,000.00	0.00
189	OTHER SALARIES & WAGES	0.00	73,062.00	73,062.00	0.00	0.00	100.00	6,088.50	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	1,000.00	1,000.00	300.00	0.00	700.00	30.00	100.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	8,000.00	11,200.00	9,570.00	0.00	1,630.00	85.45	450.00	0.00
201	SOCIAL SECURITY	71,263.00	80,889.22	73,486.61	0.00	7,402.61	90.85	12,891.86	0.00
204	PENSIONS	63,640.00	93,790.11	91,258.67	0.00	2,531.44	97.30	15,101.31	0.00
207	MEDICAL INSURANCE	246,551.00	251,756.60	251,756.60	0.00	0.00	100.00	17,677.78	0.00
208	DENTAL INSURANCE	780.00	793.68	738.72	0.00	54.96	93.08	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	468.00	531.00	522.06	0.00	8.94	98.32	1.65	0.00
212	EMPLOYER MEDICARE	16,667.00	19,292.49	17,212.78	0.00	2,079.71	89.22	3,016.47	0.00
217	RETIREMENT-HYBRID STABILIZATIO	18,532.00	4,678.00	4,677.97	0.00	0.03	100.00	856.28	0.00
336	MAINTENANCE AND REPAIR SERVICE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	32,800.00	67,556.00	36,878.08	0.00	30,677.92	54.59	6,794.14	0.00
449	TEXTBOOKS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	0.00	70.00	70.00	0.00	0.00	100.00	0.00	0.00
599	OTHER CHARGES	500.00	500.00	45.99	0.00	454.01	9.20	0.00	0.00
730	VOCATIONAL INSTRUCTION EQUIPME	30,000.00	927,904.27	116,988.16	0.00	810,916.11	12.61	0.00	0.00
---	CAREER AND TECHNICAL EDUCATION	1,635,109.00	2,717,537.37	1,855,872.35	0.00	861,665.02	68.29	264,372.02	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72110	ATTENDANCE								
105	SUPERVISOR/DIRECTOR	46,417.00	81,117.00	80,511.50	0.00	605.50	99.25	34,988.50	0.00
117	CAREER LADDER PROGRAM	600.00	600.00	600.00	0.00	0.00	100.00	0.00	0.00
130	SOCIAL WORKERS	93,664.00	103,164.00	93,664.00	0.00	9,500.00	90.79	7,810.60	0.00
162	CLERICAL PERSONNEL	64,304.00	64,304.00	64,303.20	0.00	0.80	100.00	5,358.60	0.00
186	LONGEVITY PAY	3,450.00	3,900.00	3,900.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	10,008.00	11,973.40	11,656.62	0.00	316.78	97.35	2,745.96	0.00
204	PENSIONS	12,106.00	14,280.62	13,865.93	0.00	414.69	97.10	2,966.95	0.00
207	MEDICAL INSURANCE	24,339.00	24,339.00	24,339.00	0.00	0.00	100.00	119.27	0.00
208	DENTAL INSURANCE	137.00	137.00	136.80	0.00	0.20	99.85	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	126.00	126.00	81.78	0.00	44.22	64.90	0.00	0.00
212	EMPLOYER MEDICARE	3,022.00	3,481.65	3,407.96	0.00	73.69	97.88	698.31	0.00
355	TRAVEL	2,500.00	2,500.00	2,420.90	0.00	79.10	96.84	56.55	0.00
399	OTHER CONTRACTED SERVICES	24,075.00	31,125.00	28,297.00	0.00	2,828.00	90.91	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	3,000.00	3,300.00	3,290.01	0.00	9.99	99.70	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	3,700.00	772.36	0.00	2,927.64	20.87	0.00	0.00
704	ATTENDANCE EQUIPMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00
---	ATTENDANCE	295,748.00	352,047.67	331,247.06	0.00	20,800.61	94.09	54,744.74	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72120	HEALTH SERVICES								
105	SUPERVISOR/DIRECTOR	122,322.00	122,322.00	122,320.00	0.00	2.00	100.00	10,193.30	0.00
117	CAREER LADDER PROGRAM	550.00	600.00	600.00	0.00	0.00	100.00	0.00	0.00
131	MEDICAL PERSONNEL	309,382.00	321,982.00	317,513.49	0.00	4,468.51	98.61	52,894.30	0.00
186	LONGEVITY PAY	3,050.00	3,050.00	3,050.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	24,111.00	24,458.20	22,847.66	0.00	1,610.54	93.42	3,666.06	0.00
204	PENSIONS	7,636.00	30,343.00	30,190.56	0.00	152.44	99.50	4,585.09	0.00
207	MEDICAL INSURANCE	89,391.00	89,391.00	89,391.00	0.00	0.00	100.00	9,416.28	0.00
208	DENTAL INSURANCE	306.00	321.00	319.20	0.00	1.80	99.44	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	294.00	309.00	308.24	0.00	0.76	99.75	2.03	0.00
212	EMPLOYER MEDICARE	6,312.00	6,393.20	6,031.15	0.00	362.05	94.34	914.83	0.00
217	RETIREMENT-HYBRID STABILIZATIO	25,836.00	3,549.00	3,047.77	0.00	501.23	85.88	439.61	0.00
355	TRAVEL	1,000.00	1,000.00	752.49	0.00	247.51	75.25	0.00	0.00
399	OTHER CONTRACTED SERVICES	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	13,000.00	17,470.00	17,469.80	0.00	0.20	100.00	0.00	0.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
599	OTHER CHARGES	5,000.00	500.00	412.20	0.00	87.80	82.44	0.00	0.00
735	HEALTH EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	9,000.00	8,931.00	0.00	69.00	99.23	0.00	0.00
---	HEALTH SERVICES	652,190.00	674,688.40	623,184.56	0.00	51,503.84	92.37	82,111.50	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72130	OTHER STUDENT SUPPORT								
117	CAREER LADDER PROGRAM	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00	0.00	0.00
123	GUIDANCE PERSONNEL	775,914.00	775,914.00	774,582.78	0.00	1,331.22	99.83	129,149.30	0.00
163	EDUCATIONAL ASSISTANTS	60,524.00	60,624.00	60,524.31	0.00	99.69	99.84	6,591.52	0.00
186	LONGEVITY PAY	10,200.00	10,200.00	9,950.00	0.00	250.00	97.55	0.00	0.00
189	OTHER SALARIES & WAGES	2,000.00	2,000.00	1,045.00	0.00	955.00	52.25	0.00	0.00
201	SOCIAL SECURITY	52,678.00	52,678.00	48,885.88	0.00	3,792.12	92.80	8,415.94	0.00
204	PENSIONS	42,180.00	59,952.00	59,951.85	0.00	0.15	100.00	9,605.33	0.00
207	MEDICAL INSURANCE	189,658.00	200,970.00	200,969.81	0.00	0.19	100.00	0.00	0.00
208	DENTAL INSURANCE	370.00	456.00	456.00	0.00	0.00	100.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	363.00	363.00	335.23	0.00	27.77	92.35	0.00	0.00
212	EMPLOYER MEDICARE	12,320.00	12,320.00	11,435.04	0.00	884.96	92.82	1,968.22	0.00
217	RETIREMENT-HYBRID STABILIZATIO	21,119.00	3,347.00	1,749.88	0.00	1,597.12	52.28	290.94	0.00
322	EVALUATION AND TESTING	15,000.00	15,000.00	14,395.00	0.00	605.00	95.97	0.00	0.00
399	OTHER CONTRACTED SERVICES	139,000.00	254,753.75	252,257.80	0.00	2,495.95	99.02	2,820.00	7,000.00
499	OTHER SUPPLIES AND MATERIALS	4,125.00	4,198.00	4,085.53	0.00	112.47	97.32	477.68	0.00
524	STAFF DEVELOPMENT	2,000.00	3,769.24	3,561.77	0.00	207.47	94.50	0.00	0.00
599	OTHER CHARGES	10,000.00	15,507.00	15,506.86	0.00	0.14	100.00	3,161.65	0.00
790	OTHER EQUIPMENT	0.00	354,088.91	354,085.60	0.00	3.31	100.00	373.86	0.00
---	OTHER STUDENT SUPPORT	1,338,451.00	1,827,140.90	1,814,778.34	0.00	12,362.56	99.32	162,854.44	7,000.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72210	REGULAR INSTRUCTION PROGRAM								
105	SUPERVISOR/DIRECTOR	356,030.00	366,030.00	359,434.49	0.00	6,595.51	98.20	-1,549.45	0.00
117	CAREER LADDER PROGRAM	4,000.00	4,000.00	4,000.00	0.00	0.00	100.00	0.00	0.00
129	LIBRARIANS	626,529.00	618,529.00	609,642.32	0.00	8,886.68	98.56	100,241.35	0.00
161	SECRETARY(S)	34,295.00	34,300.00	34,295.04	0.00	4.96	99.99	2,857.92	0.00
186	LONGEVITY PAY	14,550.00	17,475.00	17,475.00	0.00	0.00	100.00	0.00	0.00
189	OTHER SALARIES & WAGES	5,000.00	75,754.00	25,256.09	0.00	50,497.91	33.34	-37,720.41	0.00
201	SOCIAL SECURITY	64,505.00	64,505.00	63,372.57	0.00	1,132.43	98.24	6,804.17	0.00
204	PENSIONS	66,843.00	86,843.00	77,824.75	0.00	9,018.25	89.62	8,197.50	0.00
207	MEDICAL INSURANCE	209,288.00	209,288.00	209,288.00	0.00	0.00	100.00	-6,817.94	0.00
208	DENTAL INSURANCE	640.00	640.00	588.24	0.00	51.76	91.91	-20.52	0.00
210	UNEMPLOYMENT COMPENSATION	357.00	427.00	406.62	0.00	20.38	95.23	-17.22	0.00
212	EMPLOYER MEDICARE	15,086.00	15,086.00	14,834.68	0.00	251.32	98.33	1,592.74	0.00
217	RETIREMENT-HYBRID STABILIZATIO	5,162.00	5,162.00	2,161.20	0.00	3,000.80	41.87	370.08	0.00
355	TRAVEL	3,000.00	10,480.00	10,478.53	0.00	1.47	99.99	2,956.29	0.00
399	OTHER CONTRACTED SERVICES	10,200.00	10,200.00	0.00	0.00	10,200.00	0.00	0.00	0.00
432	LIBRARY BOOKS/MEDIA	23,650.00	24,068.00	22,881.69	0.00	1,186.31	95.07	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	8,750.00	8,799.00	8,861.22	0.00	-62.22	100.71	234.52	403.22
524	STAFF DEVELOPMENT	34,500.00	34,500.00	32,919.80	0.00	1,580.20	95.42	7,405.00	0.00
790	OTHER EQUIPMENT	2,000.00	2,450.00	2,443.30	0.00	6.70	99.73	1,950.00	0.00
---	REGULAR INSTRUCTION PROGRAM	1,484,385.00	1,588,536.00	1,496,163.54	0.00	92,372.46	94.19	86,484.03	403.22

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72220	SPECIAL EDUCATION PROGRAM								
105	SUPERVISOR/DIRECTOR	93,606.00	93,606.00	85,095.00	0.00	8,511.00	90.91	7,098.58	0.00
117	CAREER LADDER PROGRAM	500.00	500.00	500.00	0.00	0.00	100.00	0.00	0.00
124	PHSYCOLOGICAL PERSONNEL	67,817.00	67,822.00	67,817.00	0.00	5.00	99.99	11,302.80	0.00
186	LONGEVITY PAY	1,650.00	1,700.00	1,700.00	0.00	0.00	100.00	0.00	0.00
189	OTHER SALARIES & WAGES	71,538.00	21,538.00	17,532.00	0.00	4,006.00	81.40	0.00	0.00
201	SOCIAL SECURITY	13,428.00	13,428.00	5,125.19	0.00	8,302.81	38.17	440.11	0.00
204	PENSIONS	14,787.00	14,787.00	10,532.47	0.00	4,254.53	71.23	1,253.13	0.00
207	MEDICAL INSURANCE	71,681.00	21,681.00	21,681.00	0.00	0.00	100.00	3,465.17	0.00
208	DENTAL INSURANCE	137.00	137.00	0.00	0.00	137.00	0.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	84.00	84.00	63.00	0.00	21.00	75.00	0.00	0.00
212	EMPLOYER MEDICARE	3,409.00	3,409.00	2,449.32	0.00	959.68	71.85	266.83	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	80,000.00	159,800.00	156,288.56	0.00	3,511.44	97.80	13,536.79	0.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	SPECIAL EDUCATION PROGRAM	420,137.00	399,992.00	368,783.54	0.00	31,208.46	92.20	37,363.41	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72230	CAREER AND TECHNICAL EDUCATION								
105	SUPERVISOR/DIRECTOR	99,377.00	107,877.00	103,207.25	0.00	4,669.75	95.67	3,747.05	0.00
161	SECRETARY(S)	32,324.00	32,324.00	32,323.20	0.00	0.80	100.00	5,387.20	0.00
186	LONGEVITY PAY	0.00	650.00	650.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	8,165.00	8,165.00	8,070.45	0.00	94.55	98.84	849.35	0.00
204	PENSIONS	9,192.00	10,692.00	9,807.77	0.00	884.23	91.73	970.09	0.00
207	MEDICAL INSURANCE	36,637.00	36,637.00	36,637.00	0.00	0.00	100.00	205.34	0.00
208	DENTAL INSURANCE	92.00	92.00	91.20	0.00	0.80	99.13	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	42.00	42.00	42.00	0.00	0.00	100.00	0.00	0.00
212	EMPLOYER MEDICARE	1,910.00	1,910.00	1,887.51	0.00	22.49	98.82	198.64	0.00
307	COMMUNICATION	3,200.00	3,200.00	684.24	0.00	2,515.76	21.38	50.50	0.00
355	TRAVEL	500.00	725.00	723.52	0.00	1.48	99.80	232.49	0.00
399	OTHER CONTRACTED SERVICES	4,000.00	3,775.00	2,714.80	0.00	1,060.20	71.92	465.60	0.00
599	OTHER CHARGES	500.00	500.00	452.97	0.00	47.03	90.59	356.99	0.00
---	CAREER AND TECHNICAL EDUCATION	195,939.00	206,589.00	197,291.91	0.00	9,297.09	95.50	12,463.25	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72250	TECHNOLOGY								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	91,740.00	0.00	2.00	100.00	7,645.00	0.00
121	DATA PROCESSING PERSONNEL	231,952.00	231,952.00	230,057.40	0.00	1,894.60	99.18	19,171.40	0.00
186	LONGEVITY PAY	1,550.00	1,550.00	1,550.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	20,165.00	20,165.00	19,117.62	0.00	1,047.38	94.81	1,662.61	0.00
204	PENSIONS	17,494.00	24,669.00	24,665.06	0.00	3.94	99.98	2,045.64	0.00
207	MEDICAL INSURANCE	65,821.00	61,716.00	61,716.00	0.00	0.00	100.00	6,892.17	0.00
208	DENTAL INSURANCE	228.00	228.00	228.00	0.00	0.00	100.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	105.00	0.00	42.00	71.43	0.00	0.00
212	EMPLOYER MEDICARE	4,716.00	4,716.00	4,471.01	0.00	244.99	94.81	388.84	0.00
217	RETIREMENT-HYBRID STABILIZATIO	8,280.00	1,105.00	965.87	0.00	139.13	87.41	80.27	0.00
307	COMMUNICATION	20.00	20.00	0.00	0.00	20.00	0.00	0.00	0.00
336	MAINTENANCE AND REPAIR SERVICE	95,000.00	20,000.00	17,585.35	0.00	2,414.65	87.93	0.00	3,802.32
350	INTERNET CONNECTIVITY	126,000.00	126,000.00	124,223.20	0.00	1,776.80	98.59	0.00	0.00
399	OTHER CONTRACTED SERVICES	7,360.00	11,465.00	11,462.77	0.00	2.23	99.98	0.00	0.00
471	SOFTWARE	49,550.00	19,550.00	26,341.39	0.00	-6,791.39	134.74	0.00	11,331.32
524	STAFF DEVELOPMENT	2,000.00	2,000.00	1,186.29	0.00	813.71	59.31	0.00	0.00
790	OTHER EQUIPMENT	0.00	0.00	260,989.15	0.00	-260,989.15	0.00	20,374.00	280,706.15
---	TECHNOLOGY	722,025.00	617,025.00	876,404.11	0.00	-259,379.11	142.04	58,259.93	295,839.79

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72310	BOARD OF EDUCATION								
191	BOARD AND COMMITTEE MEMBERS FE	37,720.00	37,720.00	36,619.00	0.00	1,101.00	97.08	2,943.25	0.00
201	SOCIAL SECURITY	2,339.00	2,339.00	2,022.60	0.00	316.40	86.47	160.80	0.00
212	EMPLOYER MEDICARE	547.00	547.00	530.53	0.00	16.47	96.99	42.64	0.00
320	DUES AND MEMBERSHIPS	6,763.00	7,030.00	7,030.00	0.00	0.00	100.00	0.00	0.00
331	LEGAL SERVICES	15,000.00	7,733.00	6,692.00	0.00	1,041.00	86.54	0.00	0.00
355	TRAVEL	500.00	500.00	312.56	0.00	187.44	62.51	0.00	0.00
399	OTHER CONTRACTED SERVICES	16,250.00	16,250.00	15,250.00	0.00	1,000.00	93.85	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
506	LIABILITY INSURANCE	111,132.00	125,927.00	123,401.00	0.00	2,526.00	97.99	0.00	0.00
510	TRUSTEE'S COMMISSION	330,000.00	338,205.00	337,852.81	0.00	352.19	99.90	11,648.86	0.00
513	WORKMAN'S COMPENSATION INSURAN	167,709.00	167,709.00	164,164.00	0.00	3,545.00	97.89	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	-200.00	0.00	4,200.00	-5.00	0.00	0.00
533	CRIMINAL INVESTIGATION OF APPL	8,000.00	15,000.00	15,334.10	0.00	-334.10	102.23	2,006.10	1,283.85
599	OTHER CHARGES	8,000.00	8,000.00	1,821.71	0.00	6,178.29	22.77	-624.89	0.00
---	BOARD OF EDUCATION	708,960.00	731,960.00	710,830.31	0.00	21,129.69	97.11	16,176.76	1,283.85

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72320	DIRECTOR OF SCHOOLS								
101	COUNTY OFFICIAL/ADMINISTRATIVE	153,410.00	153,410.00	153,409.56	0.00	0.44	100.00	12,784.13	0.00
117	CAREER LADDER PROGRAM	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00	1,000.00	0.00
161	SECRETARY(S)	52,000.00	52,005.00	52,000.00	0.00	5.00	99.99	4,333.30	0.00
186	LONGEVITY PAY	650.00	650.00	650.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	12,838.00	12,838.00	12,274.28	0.00	563.72	95.61	1,123.28	0.00
204	PENSIONS	14,460.00	14,460.00	14,459.57	0.00	0.43	100.00	1,263.70	0.00
207	MEDICAL INSURANCE	36,714.00	36,714.00	36,548.04	0.00	165.96	99.55	0.00	0.00
208	DENTAL INSURANCE	381.00	388.00	388.00	0.00	0.00	100.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	42.00	0.00	21.00	66.67	0.00	0.00
212	EMPLOYER MEDICARE	3,002.00	3,002.00	2,870.62	0.00	131.38	95.62	262.70	0.00
307	COMMUNICATION	600.00	650.00	650.00	0.00	0.00	100.00	100.00	0.00
320	DUES AND MEMBERSHIPS	4,040.00	7,143.00	7,143.00	0.00	0.00	100.00	0.00	0.00
355	TRAVEL	1,000.00	1,000.00	595.54	0.00	404.46	59.55	0.00	0.00
435	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	2,825.00	0.00	0.00	2,825.00	0.00	0.00	0.00
599	OTHER CHARGES	1,500.00	2,015.00	2,011.22	0.00	3.78	99.81	614.99	0.00
701	ADMINISTRATION EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	DIRECTOR OF SCHOOLS	287,158.00	289,663.00	284,041.83	0.00	5,621.17	98.06	21,482.10	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72410	OFFICE OF THE PRINCIPAL								
104	PRINCIPALS	952,180.00	952,180.00	952,168.04	0.00	11.96	100.00	79,347.22	0.00
117	CAREER LADDER PROGRAM	8,000.00	8,000.00	6,000.00	0.00	2,000.00	75.00	0.00	0.00
139	ASSISTANT PRINCIPALS	1,009,152.00	1,009,152.00	1,009,140.00	0.00	12.00	100.00	84,094.80	0.00
162	CLERICAL PERSONNEL	732,816.00	742,662.00	732,471.05	0.00	10,190.95	98.63	110,946.56	0.00
186	LONGEVITY PAY	35,100.00	35,450.00	35,450.00	0.00	0.00	100.00	1,450.00	0.00
201	SOCIAL SECURITY	169,710.00	169,710.00	160,140.82	0.00	9,569.18	94.36	17,102.01	0.00
204	PENSIONS	191,555.00	192,392.00	192,391.50	0.00	0.50	100.00	19,640.06	0.00
207	MEDICAL INSURANCE	416,148.00	513,148.00	513,148.00	0.00	0.00	100.00	12,422.22	0.00
208	DENTAL INSURANCE	1,240.00	1,419.00	1,418.16	0.00	0.84	99.94	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	1,029.00	1,034.00	1,033.96	0.00	0.04	100.00	4.76	0.00
212	EMPLOYER MEDICARE	39,690.00	39,690.00	37,452.36	0.00	2,237.64	94.36	3,999.66	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	883.00	882.96	0.00	0.04	100.00	73.58	0.00
320	DUES AND MEMBERSHIPS	2,300.00	2,300.00	0.00	0.00	2,300.00	0.00	0.00	0.00
355	TRAVEL	1,000.00	1,000.00	110.34	0.00	889.66	11.03	0.00	0.00
399	OTHER CONTRACTED SERVICES	13,000.00	13,250.00	13,250.00	0.00	0.00	100.00	0.00	0.00
435	OFFICE SUPPLIES	6,875.00	6,997.00	6,048.75	0.00	948.25	86.45	0.00	0.00
599	OTHER CHARGES	150,000.00	150,000.00	139,813.78	0.00	10,186.22	93.21	12,122.59	0.00
701	ADMINISTRATION EQUIPMENT	13,970.00	14,217.00	11,914.06	0.00	2,302.94	83.80	0.00	0.00
---	OFFICE OF THE PRINCIPAL	3,743,765.00	3,853,484.00	3,812,833.78	0.00	40,650.22	98.95	341,203.46	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72510	FISCAL SERVICES								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	91,740.00	0.00	2.00	100.00	7,645.00	0.00
119	ACCOUNTANTS/BOOKKEEPERS	223,092.00	220,095.00	219,100.00	0.00	995.00	99.55	18,258.25	0.00
186	LONGEVITY PAY	1,350.00	1,350.00	1,350.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	19,603.00	19,603.00	18,165.78	0.00	1,437.22	92.67	1,605.99	0.00
204	PENSIONS	23,714.00	23,714.00	23,414.35	0.00	299.65	98.74	1,942.75	0.00
207	MEDICAL INSURANCE	51,781.00	70,781.00	70,728.91	0.00	52.09	99.93	0.00	0.00
208	DENTAL INSURANCE	137.00	137.00	136.80	0.00	0.20	99.85	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	105.00	0.00	42.00	71.43	0.00	0.00
212	EMPLOYER MEDICARE	4,585.00	4,585.00	4,248.48	0.00	336.52	92.66	375.60	0.00
317	DATA PROCESSING SERVICES	59,431.00	59,431.00	58,524.84	0.00	906.16	98.48	0.00	0.00
355	TRAVEL	500.00	1,262.00	1,261.77	0.00	0.23	99.98	923.03	0.00
399	OTHER CONTRACTED SERVICES	1,000.00	1,000.00	974.69	0.00	25.31	97.47	0.00	0.00
411	DATA PROCESSING SUPPLIES	3,900.00	3,900.00	1,955.20	0.00	1,944.80	50.13	0.00	0.00
435	OFFICE SUPPLIES	5,000.00	17,000.00	8,618.76	0.00	8,381.24	50.70	-320.42	1,284.97
524	STAFF DEVELOPMENT	4,000.00	6,235.00	6,533.91	0.00	-298.91	104.79	1,167.89	300.00
701	ADMINISTRATION EQUIPMENT	5,000.00	5,000.00	1,952.88	0.00	3,047.12	39.06	249.00	325.00
790	OTHER EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	-249.00	0.00
---	FISCAL SERVICES	494,982.00	525,982.00	508,811.37	0.00	17,170.63	96.74	31,598.09	1,909.97

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72520	HUMAN SERVICES/PERSONNEL								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	91,740.00	0.00	2.00	100.00	7,645.00	0.00
162	CLERICAL PERSONNEL	58,500.00	58,500.00	58,500.00	0.00	0.00	100.00	4,875.00	0.00
186	LONGEVITY PAY	1,300.00	1,300.00	1,300.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	9,396.00	9,396.00	8,872.21	0.00	523.79	94.43	776.24	0.00
204	PENSIONS	11,366.00	11,366.00	11,365.62	0.00	0.38	100.00	939.01	0.00
207	MEDICAL INSURANCE	30,287.00	31,187.00	31,144.84	0.00	42.16	99.86	0.00	0.00
208	DENTAL INSURANCE	92.00	92.00	91.20	0.00	0.80	99.13	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	42.00	0.00	21.00	66.67	0.00	0.00
212	EMPLOYER MEDICARE	2,197.00	2,197.00	2,074.95	0.00	122.05	94.44	181.54	0.00
355	TRAVEL	750.00	750.00	378.02	0.00	371.98	50.40	0.00	0.00
435	OFFICE SUPPLIES	2,000.00	2,000.00	1,423.49	0.00	576.51	71.17	1,290.93	0.00
499	OTHER SUPPLIES AND MATERIALS	2,000.00	2,000.00	1,926.26	0.00	73.74	96.31	1,926.26	0.00
524	STAFF DEVELOPMENT	1,500.00	1,500.00	250.00	0.00	1,250.00	16.67	0.00	0.00
599	OTHER CHARGES	9,800.00	9,800.00	4,125.14	0.00	5,674.86	42.09	297.20	0.00
701	ADMINISTRATION EQUIPMENT	2,000.00	2,000.00	379.99	0.00	1,620.01	19.00	0.00	0.00
---	HUMAN SERVICES/PERSONNEL	222,993.00	223,893.00	213,613.72	0.00	10,279.28	95.41	17,931.18	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72610	OPERATION OF PLANT								
166	CUSTODIAL PERSONNEL	1,205,948.00	1,123,948.00	1,123,692.10	0.00	255.90	99.98	96,858.19	0.00
186	LONGEVITY PAY	16,700.00	16,700.00	16,400.00	0.00	300.00	98.20	0.00	0.00
189	OTHER SALARIES & WAGES	0.00	100.00	89.20	0.00	10.80	89.20	0.00	0.00
201	SOCIAL SECURITY	75,804.00	75,804.00	63,612.36	0.00	12,191.64	83.92	5,856.54	0.00
204	PENSIONS	91,699.00	76,699.00	75,967.91	0.00	731.09	99.05	6,425.79	0.00
207	MEDICAL INSURANCE	315,505.00	318,870.00	318,866.22	0.00	3.78	100.00	0.00	0.00
208	DENTAL INSURANCE	960.00	960.00	870.96	0.00	89.04	90.73	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	1,239.00	1,239.00	1,067.36	0.00	171.64	86.15	28.60	0.00
212	EMPLOYER MEDICARE	17,728.00	17,728.00	15,286.66	0.00	2,441.34	86.23	1,404.47	0.00
359	DISPOSAL FEES	103,368.00	118,748.00	118,747.63	0.00	0.37	100.00	14,917.80	0.00
399	OTHER CONTRACTED SERVICES	11,000.00	8,413.00	780.00	0.00	7,633.00	9.27	780.00	0.00
410	CUSTODIAL SUPPLIES	170,000.00	170,000.00	174,116.24	0.00	-4,116.24	102.42	6,949.09	23,743.06
415	ELECTRICITY	1,185,000.00	1,143,000.00	1,142,309.54	0.00	690.46	99.94	85,320.40	0.00
434	NATURAL GAS	115,000.00	94,000.00	93,335.32	0.00	664.68	99.29	2,615.48	0.00
454	WATER AND SEWER	180,500.00	231,400.00	231,378.04	0.00	21.96	99.99	16,174.77	0.00
499	OTHER SUPPLIES AND MATERIALS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
501	BOILER INSURANCE	6,672.00	7,246.00	7,246.00	0.00	0.00	100.00	0.00	0.00
502	BUILDING AND CONTENTS INSURANC	259,319.00	306,687.00	306,687.00	0.00	0.00	100.00	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
720	PLANT OPERATION EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
---	OPERATION OF PLANT	3,764,442.00	3,719,542.00	3,690,452.54	0.00	29,089.46	99.22	237,331.13	23,743.06

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72620	MAINTENANCE OF PLANT								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	91,740.00	0.00	2.00	100.00	7,645.00	0.00
162	CLERICAL PERSONNEL	40,100.00	40,100.00	40,100.00	0.00	0.00	100.00	3,341.65	0.00
167	MAINTENANCE PERSONNEL	621,341.00	576,906.00	573,091.28	0.00	3,814.72	99.34	48,943.78	0.00
186	LONGEVITY PAY	7,000.00	7,000.00	6,975.00	0.00	25.00	99.64	0.00	0.00
189	OTHER SALARIES & WAGES	33,200.00	46,000.00	39,468.75	0.00	6,531.25	85.80	0.00	0.00
201	SOCIAL SECURITY	49,190.00	49,190.00	43,657.60	0.00	5,532.40	88.75	3,715.69	0.00
204	PENSIONS	59,504.00	59,504.00	52,799.91	0.00	6,704.09	88.73	4,301.81	0.00
207	MEDICAL INSURANCE	131,301.00	133,741.00	133,740.77	0.00	0.23	100.00	0.00	0.00
208	DENTAL INSURANCE	365.00	398.00	396.72	0.00	1.28	99.68	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	336.00	336.00	317.35	0.00	18.65	94.45	4.96	0.00
212	EMPLOYER MEDICARE	11,504.00	11,504.00	10,314.93	0.00	1,189.07	89.66	868.98	0.00
217	RETIREMENT-HYBRID STABILIZATIO	82.00	82.00	52.50	0.00	29.50	64.02	0.00	0.00
307	COMMUNICATION	3,500.00	4,655.00	4,654.49	0.00	0.51	99.99	410.50	0.00
320	DUES AND MEMBERSHIPS	300.00	475.00	475.00	0.00	0.00	100.00	0.00	0.00
335	MAINTENANCE AND REPAIR SERVICE	310,000.00	553,576.00	573,691.45	0.00	-20,115.45	103.63	22,180.67	73,570.12
336	MAINTENANCE AND REPAIR SERVICE	240,000.00	71,424.00	18,426.40	0.00	52,997.60	25.80	1,216.19	14,020.52
355	TRAVEL	500.00	1,970.00	1,969.31	0.00	0.69	99.96	1,502.57	0.00
399	OTHER CONTRACTED SERVICES	259,743.00	283,288.00	257,297.83	0.00	25,990.17	90.83	33,800.23	10,500.00
499	OTHER SUPPLIES AND MATERIALS	1,000.00	2,017.00	1,744.33	0.00	272.67	86.48	69.80	33.68
524	STAFF DEVELOPMENT	1,000.00	2,500.00	1,902.90	0.00	597.10	76.12	-537.00	0.00
599	OTHER CHARGES	4,000.00	4,000.00	20.50	0.00	3,979.50	0.51	0.00	0.00
701	ADMINISTRATION EQUIPMENT	0.00	13,100.00	0.00	0.00	13,100.00	0.00	0.00	4,198.47
717	MAINTENANCE EQUIPMENT	5,000.00	5,000.00	4,020.35	0.00	979.65	80.41	106.00	0.00
---	MAINTENANCE OF PLANT	1,870,708.00	1,958,508.00	1,856,857.37	0.00	101,650.63	94.81	127,570.83	102,322.79

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72710	TRANSPORTATION								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	91,740.00	0.00	2.00	100.00	7,645.00	0.00
142	MECHANIC(S)	135,298.00	159,798.00	154,777.21	0.00	5,020.79	96.86	11,387.57	0.00
146	BUS DRIVERS	833,190.00	971,022.00	954,783.32	0.00	16,238.68	98.33	172,401.95	0.00
162	CLERICAL PERSONNEL	38,560.00	38,560.00	38,560.00	0.00	0.00	100.00	3,213.35	0.00
186	LONGEVITY PAY	21,050.00	22,350.00	22,275.00	0.00	75.00	99.66	1,250.00	0.00
189	OTHER SALARIES & WAGES	92,869.00	92,869.00	85,106.77	0.00	7,762.23	91.64	19,998.80	0.00
201	SOCIAL SECURITY	75,188.00	78,009.00	71,805.48	0.00	6,203.52	92.05	13,100.02	0.00
204	PENSIONS	90,321.00	93,733.50	92,338.93	0.00	1,394.57	98.51	15,245.64	0.00
207	MEDICAL INSURANCE	413,427.00	495,427.00	495,427.00	0.00	0.00	100.00	1,131.47	0.00
208	DENTAL INSURANCE	1,505.00	1,524.00	1,523.04	0.00	0.96	99.94	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	1,218.00	1,275.00	1,274.38	0.00	0.62	99.95	27.91	0.00
212	EMPLOYER MEDICARE	17,584.00	18,243.75	17,414.56	0.00	829.19	95.45	3,130.70	0.00
307	COMMUNICATION	2,000.00	2,119.00	2,118.59	0.00	0.41	99.98	158.05	0.00
340	MEDICAL AND DENTAL SERVICES	8,000.00	8,000.00	5,815.00	0.00	2,185.00	72.69	425.00	1,500.00
355	TRAVEL	500.00	2,500.00	2,486.26	0.00	13.74	99.45	2,486.26	0.00
399	OTHER CONTRACTED SERVICES	31,000.00	31,505.00	31,503.71	0.00	1.29	100.00	371.44	0.00
412	DIESEL FUEL	250,000.00	306,320.00	234,772.65	0.00	71,547.35	76.64	13,104.31	0.00
425	GASOLINE	65,000.00	80,000.00	76,639.22	0.00	3,360.78	95.80	10,372.59	0.00
450	TIRES AND TUBES	30,000.00	71,008.45	43,150.83	0.00	27,857.62	60.77	23,147.28	0.00
453	VEHICLE PARTS	70,000.00	160,000.00	109,854.16	0.00	50,145.84	68.66	12,915.88	2,261.83
511	VEHICLE AND EQUIPMENT INSURANC	64,830.00	72,530.00	71,725.00	0.00	805.00	98.89	0.00	0.00
514	DEPRECIATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	0.00	4,925.00	4,925.00	0.00	0.00	100.00	0.00	0.00
599	OTHER CHARGES	27,200.00	38,700.00	40,319.73	0.00	-1,619.73	104.19	0.00	1,626.13
729	TRANSPORTATION EQUIPMENT	5,000.00	7,543.00	11,406.63	0.00	-3,863.63	151.22	0.00	7,064.00
---	TRANSPORTATION	2,366,482.00	2,850,703.70	2,661,742.47	0.00	188,961.23	93.37	311,513.22	12,451.96

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72810	CENTRAL AND OTHER								
162	CLERICAL PERSONNEL	38,940.00	38,940.00	38,940.00	0.00	0.00	100.00	3,245.00	0.00
186	LONGEVITY PAY	500.00	500.00	500.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	2,445.00	2,445.00	2,269.42	0.00	175.58	92.82	201.19	0.00
204	PENSIONS	2,958.00	2,959.00	2,958.06	0.00	0.94	99.97	243.38	0.00
206	LIFE INSURANCE	18,000.00	17,000.00	15,055.20	0.00	1,944.80	88.56	1,505.52	0.00
207	MEDICAL INSURANCE	115,041.00	144,541.00	125,320.90	0.00	19,220.10	86.70	-8,197.84	0.00
210	UNEMPLOYMENT COMPENSATION	21.00	21.00	21.00	0.00	0.00	100.00	0.00	0.00
212	EMPLOYER MEDICARE	572.00	572.00	530.72	0.00	41.28	92.78	47.05	0.00
299	OTHER FRINGE BENEFITS	68,000.00	64,200.00	64,180.00	0.00	20.00	99.97	6,418.00	0.00
307	COMMUNICATION	13,000.00	1,399.00	957.05	0.00	441.95	68.41	81.33	0.00
348	POSTAL CHARGES	10,000.00	6,900.00	5,568.84	0.00	1,331.16	80.71	0.00	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	3,816.71	0.00	1,183.29	76.33	1,119.19	168.50
599	OTHER CHARGES	15,000.00	28,600.00	28,575.79	0.00	24.21	99.92	4,789.05	0.00
---	CENTRAL AND OTHER	289,477.00	313,077.00	288,693.69	0.00	24,383.31	92.21	9,451.87	168.50

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73100	FOOD SERVICE								
105	SUPERVISOR/DIRECTOR	0.00	3,920.00	3,806.50	0.00	113.50	97.10	3,806.50	0.00
165	CAFETERIA PERSONNEL	0.00	5,200.00	5,047.50	0.00	152.50	97.07	5,047.50	0.00
201	SOCIAL SECURITY	0.00	550.84	548.96	0.00	1.88	99.66	548.96	0.00
204	PENSIONS	0.00	624.00	214.63	0.00	409.37	34.40	567.87	0.00
210	UNEMPLOYMENT COMPENSATION	0.00	23.00	10.89	0.00	12.11	47.35	0.00	0.00
212	EMPLOYER MEDICARE	0.00	130.64	128.39	0.00	2.25	98.28	128.39	0.00
422	FOOD SUPPLIES	0.00	17,608.00	4,577.55	0.00	13,030.45	26.00	0.00	0.00
---	FOOD SERVICE	0.00	28,056.48	14,334.42	0.00	13,722.06	51.09	10,099.22	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73300	COMMUNITY SERVICES								
105	SUPERVISOR/DIRECTOR	0.00	80,627.00	67,678.10	0.00	12,948.90	83.94	416.63	0.00
116	TEACHERS	0.00	125,937.00	116,870.75	0.00	9,066.25	92.80	0.00	0.00
163	EDUCATIONAL ASSISTANTS	0.00	7,583.60	6,717.57	0.00	866.03	88.58	585.00	0.00
201	SOCIAL SECURITY	0.00	13,204.18	11,301.12	0.00	1,903.06	85.59	62.10	0.00
204	PENSIONS	0.00	21,935.97	13,626.81	0.00	8,309.16	62.12	72.25	0.00
210	UNEMPLOYMENT COMPENSATION	0.00	58.00	57.54	0.00	0.46	99.21	0.00	0.00
212	EMPLOYER MEDICARE	0.00	3,088.06	2,643.01	0.00	445.05	85.59	14.52	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	665.00	664.17	0.00	0.83	99.88	0.00	0.00
422	FOOD SUPPLIES	0.00	10,540.00	6,420.13	0.00	4,119.87	60.91	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	0.00	13,861.19	0.00	0.00	13,861.19	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	0.00	2,000.00	795.78	0.00	1,204.22	39.79	0.00	0.00
524	STAFF DEVELOPMENT	0.00	3,000.00	2,253.60	0.00	746.40	75.12	0.00	0.00
---	COMMUNITY SERVICES	0.00	282,500.00	229,028.58	0.00	53,471.42	81.07	1,150.50	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73400	EARLY CHILDHOOD EDUCATION								
116	TEACHERS	126,920.00	133,120.00	133,056.40	0.00	63.60	99.95	22,176.00	0.00
163	EDUCATIONAL ASSISTANTS	35,396.00	43,651.00	33,029.36	0.00	10,621.64	75.67	2,949.58	0.00
186	LONGEVITY PAY	1,550.00	1,550.00	1,550.00	0.00	0.00	100.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	1,500.00	4,000.00	2,978.40	0.00	1,021.60	74.46	0.00	0.00
201	SOCIAL SECURITY	10,253.00	10,253.00	10,039.35	0.00	213.65	97.92	1,557.80	0.00
204	PENSIONS	11,405.00	11,650.00	11,645.66	0.00	4.34	99.96	1,731.41	0.00
207	MEDICAL INSURANCE	25,286.00	25,286.00	22,584.28	0.00	2,701.72	89.32	0.00	0.00
208	DENTAL INSURANCE	137.00	137.00	132.24	0.00	4.76	96.53	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	105.00	105.00	87.07	0.00	17.93	82.92	0.00	0.00
212	EMPLOYER MEDICARE	2,398.00	2,398.00	2,359.11	0.00	38.89	98.38	364.30	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	2,800.00	2,800.00	10,591.63	0.00	-7,791.63	378.27	690.50	9,385.47
524	STAFF DEVELOPMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
---	EARLY CHILDHOOD EDUCATION	219,250.00	236,450.00	228,053.50	0.00	8,396.50	96.45	29,469.59	9,385.47

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
76100	REGULAR CAPITAL OUTLAY								
706		0.00	1,607,920.71	18,455.00	0.00	1,589,465.71	1.15	0.00	0.00
707	BUILDING IMPROVEMENTS	0.00	275,228.48	0.00	0.00	275,228.48	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	80,000.00	0.00	0.00	80,000.00	0.00	0.00	0.00
799	OTHER CAPITAL OUTLAY	1,700,000.00	2,010,004.51	1,928,932.78	0.00	81,071.73	95.97	207,002.44	1,713,945.31
---	REGULAR CAPITAL OUTLAY	1,700,000.00	3,973,153.70	1,947,387.78	0.00	2,025,765.92	49.01	207,002.44	1,713,945.31

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
99100									
590	TRANSFERS TO OTHER FUNDS	318,000.00	529,074.80	529,074.80	0.00	0.00	100.00	11,074.80	0.00
---		318,000.00	529,074.80	529,074.80	0.00	0.00	100.00	11,074.80	0.00
---	GENERAL PURPOSE SCHOOL	53,342,480.00	58,618,847.00	54,972,891.05	0.00	3,645,955.95	93.78	6,529,358.95	2,541,801.87

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	June 2023-24 Monthly Activity	2023-24 Enc Carry Forward
	Grand Expense Totals	53,342,480.00	58,618,847.00	54,972,891.05	0.00	3,645,955.95	93.78	6,529,358.95	2,541,801.87

Number of Accounts: 670

\*\*\*\*\* End of report \*\*\*\*\*

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in November</b>	Descriptor Term: <b>Field Trips and Excursions</b>	Descriptor Code: <b>4.302</b>	Issued Date: <b>11/09/20</b>
		Rescinds: <b>4.302</b>	Issued: <b>01/11/00</b>

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social  
2 growth and development are considered appropriate extensions of the classroom.

3 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of  
4 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To  
5 this end, teachers and principals will be expected to consider the following factors in selecting field trips:

- 6 1. Relationship of the field trip activity to a particular aspect of classroom instruction;
- 7 2. Distance traveled in terms of the age level of the students;
- 8 3. Mode and availability of transportation; and
- 9 4. Cost.

10 The following guidelines shall be followed in planning and conducting field trips and excursions:

- 11 1. Any teacher desiring to take a group of students on an educational field trip must obtain advance  
12 approval of the principal;
- 13 2. The trip must have a definite purpose and reflect careful planning. Students should be prepared by  
14 general class discussion and/or research;
- 15 3. If bus transportation is required, the principal or his/her designee shall make the necessary  
16 arrangements. A fee will be charged to the school for mileage when school system buses are used;
- 17 4. Signed parental permission forms must be obtained for every student making an off-campus trip  
18 beyond the immediate vicinity of the school. The principal shall ensure that these forms are kept on  
19 file for the remainder of the school year. The form for parental permission must include: purpose,  
20 date, time of departure and return, travel plans, destination, number of chaperones, personal expense  
21 involved, rules of conduct and penalties for violation, and other facts necessary for parents to be fully  
22 informed. This information is to be completed by the school before the form is signed by the parent;
- 23 5. Overnight educational trips and chaperones must be approved by the principal and the director of  
24 schools in advance. These groups must be accompanied by at least one regular staff member and  
25 others from the school who are appropriate for adequate supervision and shall be responsible for  
26 student conduct while away. Whenever possible, a group should be accompanied by at least one  
27 female and one male chaperone if the trip is for a mixed group;

- 1 6. Students shall not be penalized for participating in approved school-sponsored trips and activities.  
2 Teachers shall permit students to make up class assignments missed because of a trip or activity.
- 3 7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the principal  
4 immediately upon returning to school. Serious accidents involving personal injury must be reported  
5 immediately to the principal and/or director of schools. An emergency shall be dealt with promptly  
6 by the teacher or other members of the school staff by taking appropriate action, including sending  
7 the student to the hospital or summoning medical aid or ambulance. In cases where it is necessary to  
8 send the student to the hospital, reasonable effort must be made to notify the parents.
- 9 8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this  
10 section must have prior approval of the director of schools or his/her designee;
- 11 9. Any school-sponsored trip which is both out-of-state and overnight must have prior approval by the  
12 Board.

### 13 **INDEPENDENTLY PLANNED TRIPS**

14 Trips privately planned by school district employees, acting outside the scope of their employment, are  
15 not authorized by the school district.

16 These trips are not approved by the Board and are not considered a part of the curriculum. Total  
17 responsibility for privately planned trips rests with the chaperone(s) as well as with the  
18 parent(s)/guardian(s) of the students participating in the trip. The following restrictions shall apply:

- 19 1. Board funds or resources shall not be used;  
20 2. School district materials shall not be used;  
21 3. The Board shall not assume any liability;  
22 4. Employees are not authorized to act on behalf of the school district;  
23 5. Recruitment efforts made by an employee shall not occur during the instruction school day; and  
24 6. Absences caused by participation in privately planned trips shall be considered unexcused.

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Cross References:

Advertising and Distribution of Materials in the Schools 1.806  
Special Use of School Vehicles 3.402  
Extracurricular Activities 4.300  
Attendance 6.200



# Travel Request

Linking Learning to Life

Organization AP Photo Destination Square downtown Lewisburg

Date of Trip 8/27/2024 Purpose of Trip AP Photo

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

See attached list.

(Use back if more space is needed)

School System Participants (please print):

MCHS

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: *Janet Huch* Date: 08/20/24  
Teacher/Sponsor

Approved by: *Janet Huch* Date: 08/26/24  
Principal

Approved by: *Jacob Lovell* Date: 8-21-24  
Director of Schools

**AP photography**

**Group 1**

**Melisa Ayala**  
**Maricela Becerra**  
**Camden Campell**  
**Sonia Chavez**  
**Alexander Guzman**  
**Noah Long**  
**Lillianna Marquez**  
**Ronan Scott**  
**Cyrah Stinnett**  
**Shonti Thomas**

**Group 2**

**Martha Araus**  
**Teresa Barnett**  
**Brooklyn Carter**  
**Ethan Carter**  
**Samantha Farley**  
**Abigail Haley**  
**Megan Hartman**  
**Lauren Medly**  
**Holly Par**



# Travel Request

Organization FCA Destination Columbia, TN

Date of Trip 9-4-24 Purpose of Trip Leadership Training Day

Mode of Transportation: School Van

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

Isaiah Carman Hardy George Gavin Wadley  
Landry Smith Parker McElhanev

(Use back if more space is needed)

School System Participants (please print):

David Lovell Bobby Wayne Lee

(Use back if more space is needed)

Volunteer Participants (please print):

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: David Lovell Date: 8-29-24  
Teacher/Sponsor

Approved by: [Signature] Date: 8-29-24  
Principal

Approved by: [Signature] Date: 8-29-24  
Director of Schools



# Travel Request

Organization High School Beta Destination Businesses around Chapel Hill  
 Date of Trip 9-6-24 Purpose of Trip To ask local businesses for support & donations  
 Mode of Transportation: Students will drive themselves / carpool

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

Taylor Chumbley \_\_\_\_\_  
Anna Bass \_\_\_\_\_  
Aubrey Barlett \_\_\_\_\_  
Lilyana Cerezo \_\_\_\_\_  
 (Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_  
 \_\_\_\_\_  
 (Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_  
 \_\_\_\_\_  
 (Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No  
 (See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Libby Siddlefield Date: 9/3/24  
 Teacher/Sponsor

Approved by: [Signature] Date: 9/4/24  
 Principal

Approved by: [Signature] Date: 9-4-24  
 Director of Schools



# --Travel Request

*Linking Learning to Life*

Organization DE Industrial Maintenance I 1st Block Destination Comfort Research \_\_\_\_\_

Date of Trip 09/18/24 Purpose of Trip Tour

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

Student list attached \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by Danny Adams Date 08/29/24

Teacher/Sponsor

Approved by: *Fred Morgan* Date: 8/29/24

Principal

Approved by: *Carol Lovell* Date: 8-29-24

Director of Schools



# --Travel Request

*Linking Learning to Life*

Organization Principles of Manufacturing 2nd Block Destination Berry Plastics \_\_\_\_\_

Date of Trip 09/18/24 Purpose of Trip Tour

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

Student list attached \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by Danny Adams Date 09/03/24

Teacher/Sponsor

Approved by: *Funk Mrsgrone* Date: 9/3/24  
Principal

Approved by: *Carol Lovelle* Date: 9-5-24  
Director of Schools



# --Travel Request

Linking Learning to Life

Organization Principles of Manufacturing 3rd Block Destination Southern Carton \_\_\_\_\_

Date of Trip 09/18/24 Purpose of Trip Tour

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

Student list attached \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_  
(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by Danny Adams Date 08/28/24

Teacher/Sponsor

Approved by: *Fred Morgan* Date: 8/28/24  
Principal

Approved by: *Carol Lovelle* Date: 8-29-24  
Director of Schools



# Travel Request

Organization LMS Beta Club Destination Sevierville, TN

Date of Trip 9-19-24 - 9-20-24 Purpose of Trip Leadership Summit

Mode of Transportation: School Van

Is school system transportation/personnel required?  Yes  No Sponsor Driving

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No N/A

Student Participants (please print):

Chloe Daugherty

Maisy Stewart

Sydney Raymer

(Use back if more space is needed)

School System Participants (please print):

Amy Harwell

(Use back if more space is needed)

Volunteer Participants (please print):

N/A

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Amy Harwell Date: 8-29-24  
Teacher/Sponsor

Approved by: Chae Jett Date: 8-29-24  
Principal

Approved by: Carol Powell Date: 8-29-24  
Director of Schools



# Travel Request

Organization MCHS FBLA Destination Middle Tn State University

Date of Trip Sept. 25, 2024 Purpose of Trip Post-Secondary Business Opportunities/Career

Mode of Transportation: School Bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

See Attached.

(Use back if more space is needed)

School System Participants (please print):

Kimberly Anderson

Allison Hobbs

(Use back if more space is needed)

Volunteer Participants (please print):

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

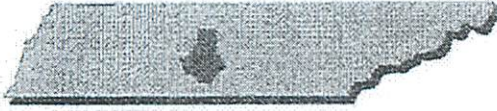
(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Kimberly S. Anderson Date: 9/6/24  
Teacher/Sponsor

Approved by: [Signature] Date: 9/6/24  
Principal

Approved by: [Signature] Date: 9-6-24  
Director of Schools



# Travel Request

Linking Learning to Life

Organization: Cosmetology

Destination: Georgia Career Institute, Murfreesboro

Date of Trip: 10-29-24

Purpose of Trip: Competition

Mode of Transportation: Bus

Is school system transportation/personnel required? yes

If school system transportation/personnel is required, has the Bus Garage been notified? yes

Student Participants (please print):

List provided

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

(Use back if more space is needed)

School System Participants (please print):

Genia Borton

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted? \_\_\_\_ Yes \_\_\_\_ No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file? \_\_\_\_ Yes \_\_\_\_ No

Travel Requested by Genia Borton Date: 9-4-24

Teacher/Sponsor

Approved by: Frank Magrawe Date: 9/4/24  
Principal

Approved by: Carol Powell Date: 9-5-24  
Director of Schools



# Travel Request

Organization HS Beta (Forrest) Destination Nashville - Gaylord Opryland

Date of Trip 11/21/24 - 11/23/24 Purpose of Trip State Beta Convention

Mode of Transportation: Charter bus & van

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

All eligible members of HS Beta that want to attend.  
Set list will be given to office before departure.

(Use back if more space is needed)

School System Participants (please print):

Libby Stubblefield Tracy Hall Andy Burkett

(Use back if more space is needed)

Volunteer Participants (please print):

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Libby Stubblefield Date: 8/29/24  
Teacher/Sponsor

Approved by: [Signature] Date: 8/29/24  
Principal

Approved by: [Signature] Date: 8-30-24  
Director of Schools



# Travel Request

Organization Senior Class Destination Nashville TN

Date of Trip 11-22-24 Purpose of Trip senior trip

Mode of Transportation: bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

Senior class participants

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

(Use back if more space is needed)

School System Participants (please print):

Lindsey Bledsoe Kathy Edwards

Elizabeth Arrington Lane Worley

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

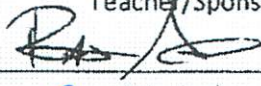
Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Lindsey Bledsoe/Senior Sponsor Date: 8-15-24

Teacher/Sponsor

Approved by:  Date: 8/15/24

Principal

Approved by:  Date: 8-16-24

Director of Schools

# Marshall County Board of Education

Monitoring:  <b>Review: Annually, in October</b>	Descriptor Term:  <h2 style="text-align: center;">Community Use of School Facilities</h2>	Descriptor Code: <b>3.206</b>	Issued Date: <b>08/14/23</b>
		Rescinds: <b>3.206</b>	Issued: <b>02/14/22</b>

- 1    When not in use for school purposes, school buildings and grounds or portions thereof may be used for
- 2    public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the
- 3    welfare of the community, as approved by the director of schools.<sup>1</sup>
  
- 4    1.    Requests for the use of school facilities shall be made first at the office of the principal.
- 5        a.    If approved by the principal, a *Use of School Facility* form will be signed by the principal and
- 6            given to the group requesting use of facilities.
- 7        b.    The group must secure liability insurance to cover the use of facilities at the minimum of
- 8            \$1,000,000.
- 9        c.    Proof of insurance and the *Use of School Facility* form must be presented at the central office for
- 10           final approval by the director of schools.
- 11    2.    Student clubs and activities, parent-teacher associations, and other organizations affiliated with the
- 12        schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
- 13    3.    School facilities may not be used for private profit, except for after-school tutoring/lessons provided
- 14        by a certified employee of the Marshall County School System to enhance the educational process.
- 15        Any for-profit group who wishes to use school facilities for one-time performances or other programs
- 16        must have special Board approval;<sup>2</sup>
- 17    4.    Unused facilities may be leased for private day-care centers which provide educational and child
- 18        care services to the community;<sup>2</sup>
- 19    5.    All activities must be under competent adult supervision and approved by the building principal. In
- 20        all cases, an assigned school employee will be present. The group using the facilities will be
- 21        responsible for any damage to the building or equipment and payment of supervision and clean up
- 22        at the rate of time and a half the hourly rate of the personnel used;
- 23    6.    Groups receiving permission for building use are restricted to the dates and hours approved and to
- 24        the building area and facilities specified;
- 25    7.    Groups receiving permission for building use are responsible for the observance of all fire and safety
- 26        regulations at all times;
- 27    8.    The use of alcoholic beverages, drugs, profane language, or gambling in any form is not permitted
- 28        in school buildings. Smoking within the building is not permitted;
- 29    9.    The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil
- 30        Defense, and will make suitable facilities available without charge during community emergencies;
- 31    10.   When school kitchens are used, a member(s) of the cafeteria staff must be present to supervise the
- 32        use of the equipment. Compensation must be paid to cafeteria member(s) at the rate of time and one-
- 33        half of their hourly rate.
- 34    11.   When a third-party vendor uses a facility and a custodian is used, a fee of \$25 per hour plus the fixed
- 35        Medicare, Social Security, and retirement rates must be paid to the Central Office.

- 1 12. When a third-party vendor uses facility and other school personnel are used, a fee of \$30 per hour  
2 plus the fixed charges Medicare, Social Security, and retirement rates must be paid to the Central  
3 Office.
- 4 13. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own  
5 risk.

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Legal References

1. TCA 49-50-201; TCA 49-2-203(b)(4); TCA 49-2-405
2. TCA 49-2-203(b)(4)(B)

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Cross References

Board-Community Relations 1.500  
Tobacco-Free Schools 1.803  
Emergency Preparedness Plan 3.202  
Tutoring for Pay 5.608  
Care of School Property 6.311



REQUEST FOR USE OF Westhills  
(SCHOOL)

Area/Room of the building requested Gym, Stage, Cafeteria, Mrs Higgs Room

Name/Type of event to be held Church Service

Date of the event Every Wednesday Time 6-8PM

Organization/Person requesting use Destiny Church

Name of insurance company Mid State Insurance Agency INC Amount of coverage 1,000,000

\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Zach Taylor

Address 1319 Webb Road, Lewisburg Phone 6155783793 Cell 6155783793

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Zach Taylor Date 8.3.24

Signature of principal Carrie Herbeck Date 8.3.24

Signature of Director of Schools for approval Jacob Powell Date 9-4-24

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
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11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.

FACILITY LEASE DETAIL

This Marshall County Schools facility lease, hereinafter referred to as the "Lease," made and entered into the date approved as noted on page 4, by and between the School Board of Marshall County, Tennessee, ("Board") and the following named person or entity ("Lessee"):

Zachary Taylor - Destiny Church

Type or Print Full Legal Name of Individual or Group Who is Leasing the School Facility

612 N Main Street, Columbia TN, 38401

Type or Print Lessee's Complete Mailing Address (No PO Boxes)

NOW THEREFORE, in consideration of the covenants herein contained and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the Board and Lessee agree as follows:

1. Premises: The Lessee will have the use of the following Board facility, herein referred to as the "School", as specified in paragraph 2:

West Hills Elementary School

Type or Print Name of School, Center, or Ancillary Facility

Type

2. Term: The Lessee will have the non-exclusive use of certain School rooms and fields under the terms and conditions for the duration of this lease:

First use beginning 6PM a.m./p.m., September 4, 20 24

Enter Time Enter Date Year

Last use ending 6PM a.m./p.m., May 21, 20 24

Enter Time Enter Date Year

The Lessee will have the use of the following rooms and fields on the following dates and times:

Rooms To Be Used Dates and Times of Use Total # of Days

Gym, Stage, Cafeteria, Mrs Higgs room 19

\_\_\_\_\_

3. Nature of Use: The School will be used by the Lessee for:

Destiny Church Services

Type or Print Name of Event and Nature of Activity

4. Lease Fee: Total Lease fee due the Board is \$ Equipment Purchase in lieu of payment. Invoice attached!

Use Expense Worksheet Attached

5. Conditions:

Equipment installed - see invoice

\_\_\_\_\_



REQUEST FOR USE OF \_\_\_\_\_  
(SCHOOL)

Area/Room of the building requested Gymnasium

Name/Type of event to be held CHEER PRACTICE

Date of the event Sep 2024 Time 6-8pm

Organization/Person requesting use MAXIMUM VELOCITY

Name of insurance company COLLINS & MILLER INSURANCE Amount of coverage 1,000,000.00  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building ROBERT LEVEILLE

Address 2580 CATHEY CEMETERY RD Phone 8159997729 Cell 8159997728  
LEWISBURG TN. 37091

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use [Signature] Date 8/22/2024

Signature of principal [Signature] Date 9.3.24

Signature of Director of Schools for approval [Signature] Date 9-4-24

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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REQUEST FOR USE OF LEWISBURG MIDDLE SCHOOL  
(SCHOOL)

Area/Room of the building requested Auditorium, Cafeteria, Lobby, Bathrooms, Rooms 19, 20, 21, 22

Name/Type of event to be held WORSHIP SERVICES

Date of the event SUNDAYS, THURSDAYS Time 7-2PM/ 5-7PM

Organization/Person requesting use NEW LIFE CHURCH OF LEWISBURG

Name of insurance company JAMES GREENE & ASSOCIATES Amount of coverage 1,000,000

\*Minimum coverage of \$1,000,000 required

Contact person for organization using building JOEL HUTSON

Address 2058 WORD ROAD. LEWISBURG Phone 931-993-6566 Cell 931-993-6566

**RESPONSIBILITY OF PERSON REQUESTING USE**

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use *Joel D. Hutson* Date 9-1-2024

Signature of principal *Charlotte* Date 9-1-24

Signature of Director of Schools for approval *Carol* Date 9-6-24

**MARSHALL COUNTY BOARD OF EDUCATION POLICY**

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REQUEST FOR USE OF \_\_\_\_\_  
(SCHOOL)

Area/Room of the building requested Football field, Pressbox, and bathrooms  
 Name/Type of event to be held FCA Youth Revival  
 Date of the event 9/17/2024 Time 6:00 pm  
 Organization/Person requesting use Cornersville HS FCA  
 Name of insurance company FCA Amount of coverage \_\_\_\_\_  
\*Minimum coverage of \$1,000,000 required  
 Contact person for organization using building Eric Crabtree / Kevin McGee  
 Address \_\_\_\_\_ Phone \_\_\_\_\_ Cell 931-619-6157

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use: Eric Crabtree (FCA Sponsor) Date 8/29/24  
 Signature of principal: [Signature] Date 8/29/24  
 Signature of Director of Schools for approval: Carol Powell Date 9-6-24

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REQUEST FOR USE OF LMS (Auditorium)  
(SCHOOL)

Area/Room of the building requested Auditorium  
Name/Type of event to be held County Commission Meeting / Public Hearing  
Date of the event 9/23/24 Time 4:30 pm  
Organization/Person requesting use Marshall County Gov't - Mike Kent Mayor  
Name of insurance company Local Government Insurance Amount of coverage See Attached  
Contact person for organization using building Mike Kent / Dayne Girts \*Minimum coverage of \$1,000,000 required  
Address 1108 Courthouse Annex Phone 359-1279 Cell 931-814-0031  
Lewisburg, TN

RESPONSIBILITY OF PERSON REQUESTING USE

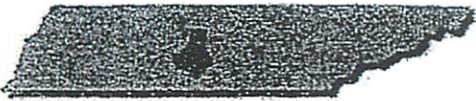
I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Mike Kent Date 9/3/24  
Signature of principal Charlton Date 9/3/24  
Signature of Director of Schools for approval Carol Sovell Date 9-3-24

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Linking Learning to Life

# Travel Request

Organization SDC, Intro to Teaching Destination Oak Grove Elementary

Date of Trip Begin 8/20 - 11/14 Tuesdays + Thursdays Purpose of Trip Classroom Observation / Internship

Mode of Transportation: bus

Is school system transportation/personnel required?  Yes  No

If school system transportation/personnel is required, has the Bus Garage been notified?  Yes  No

Student Participants (please print):

See Class roster  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Mary Brewer  
\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

N/A  
\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Mary Brewer Date: 8/13/24  
Teacher/Sponsor

Approved by: [Signature] Date: 8/13/24  
Principal

Approved by: [Signature] Date: 8-14-24  
Director of Schools



REQUEST FOR USE OF Cornersville MS/HS  
(SCHOOL)

Area/Room of the building requested Cornersville Softball Field

Name/Type of event to be held 10U Practice

Date of the event Fall '24' - Fall '25' Time 5:00 - 7:00

Organization/Person requesting use Holly Barnes

Name of insurance company Sadler + Company Inc. Amount of coverage \$1,000,000  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Holly Barnes

Address 220 Trey Drive Lewisburg Phone 931-607-8332 Cell 931-607-8332

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Holly Barnes Date 8/16/24

Signature of principal [Signature] Date 8/16/24

Signature of Director of Schools for approval [Signature] Date 8-21-24

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REQUEST FOR USE OF Cornersville High School  
(SCHOOL)

Area/Room of the building requested Spencer Mitchell Athletic Building

Name/Type of event to be held Pack 273 Pinewood Derby

Date of the event 2/22/25 Time 8am - 9pm

Organization/Person requesting use Pack 273 Cub Scouts / Callie Smith

Name of insurance company Market McLennan Agency LLC Amount of coverage \$1,000,000

\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Callie Smith

Address 2690 Red Nix Rd Phone \_\_\_\_\_ Cell 731-446-5267  
Cornersville, TN 37047

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Callie R Smith Date 8/14/24

Signature of principal [Signature] Date 8/14/24

Signature of Director of Schools for approval [Signature] Date 8-16-24

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