

Jackson-Madison County School Work Session

March 8, 2021 5:30 PM

Madison Academic

Attendance Taken at 5:30 PM.

Andre Darnell: Present
Ms. Doris Black: Present
Sherry Franks: Present
Scott Gatlin: Present
Debbie Gaugh: Present
Mrs. Janice Hampton: Present
Mr. James Johnson: Present
Mr. A. J. Massey: Present

1. CALL TO ORDER

a. A Moment of Silence and Pledge of Allegiance

Discussion: James Johnson called the March JMCSS Work Session to order with an invocation by Andre Darnell followed by the pledge of allegiance.

2. REPORTS AND UPDATES

a. Office of Superintendent

i. Budget Amendments

ii. Financials

iii. Policies (5.100 - 5.306) 5.106, 5.1101, 5.3021, and 5.3022 to be excluded.

iv. ESSER 2.0 Budget Proposal

b. Academics

Williams

i. JASA

a. Name

b. Structure

c. Operations

Catlett

i. Human Resources

1. Vacancies

2. Absenteeism

ii. Capital Projects

1. JCM and Madison Project

2. 5-year Capital Outlay

d. Communications

Hammond

i. For the District Update

e. Board Committees (February Reports)

Johnson

f. JMCEA

Davis

Discussion: Chris Alexander gave an update everything is on target. Agreed to do a tour of the schools after Spring Break.

Office of Superintendent: Dr. King discussed the Budget Amendments and Financials

i. Budget Amendments Fund #141 General Purpose

1. \$13,152 Insurance Recovery Replacement and repair for damaged CTE equipment at SSSH, stolen items from Maintenance vehicles at Central office, vandalism at Malesus Elementary, and repair

work to a damaged bus. 2. \$22,000 Contributions (New Money) This amendment adds a \$10,000 contribution from HES facilities, LLC be used for students to be used for student scholarships and a \$12,000 contribution from Amerigroup to be used for the purchase of Chromebook power chords. 3. \$57,900 CTE- this amendment reallocates unused ECH tuition expenditure funds and funds from the sale of CTE equipment to the vocational equipment line to be used for purchases for the Workforce Development Center. 4. \$8,463 Coordinated School Health Grant-This amendment aligns the general ledger to the Revision 2 budget approved by the state, to adjust for anticipated total year-end expenditures. 5. \$17,990 State PreK Grant- This amendment aligns the general ledger to the Revision 1 budget approved by the state, to adjust for anticipated total year-end expenditures.

Fund #177 Education Capital

6. \$4,100,000 This amendment appropriates fund balance to be used for the Madison and JCM projects.

ii. **Financials** were are still under budget. See attachment

iii. **Policies** (5.100 - 5.306) 5.106, 5.1101, 5.3021, and 5.3022 to be excluded. Correction need to be made to exclude 5.1108 instead of 5.1101. Dale Thomas read each policy as it was discussed during the Feb. 26 Policy meeting. Janice Hampton stated she would like to make sure that Teachers certification was updated yearly concerning policy 5.102. Board members had concerns regarding the equity in Human Capital. Dr. King stated that they will come up with a procedure in hiring to make sure we get what is best for our students.

iv. ESSER 2.0 Budget Proposal

Dr. King passed out and discussed Goal Alignment Worksheet and 5-yr Capital Outlay (2022-2026) ESSER 2.0 Allowables 1. Learning Loss, 2. Learning Acceleration, 3. Improving community engagement and parental experience, 4. Education technology, 5. Summer Learning and Supplemental for Afterschool, 6. Long term closures, 7. Unique Needs for Special Population, 8. Mental Health Support, and 9. Other Necessary Activities. Dr. King gave each activity with the estimated cost, goal alignment, narrative, belief statement, and the intended outcome for each activity.

5-yr Capital Out- by using the ESSER 2.0 funds this will allow projects to be completed earlier.

b. Academics - Revision in School Name was approved JCM Middle School and JCM High School. JASA will need to be Jackson Academic Stem Academy. The structure of JASA will have a North and South region. This has been submitted to the state for approval.

i. Human Resources We have 5 vacancies. Absenteeism is down in 2020 was 1191 presently 723.

ii. Capital Projects

1. JCM and Madison Project - Chris Alexander gave an update at the beginning of the meeting. Dr. Catlett gave updates on other projects. Board Room 80% complete. Secure entrance at Central Office by next week. We have another LOOP student working in technology that is from Madison Academic.

d. Communications We will recognize 26 Students Thursday night at the board meeting who made a 30+ on the ACT. They will receive a purple chord at graduation to wear to symbolize this. Boys Basketball team at Madison will play March 17th Madison vs Clay Co. South Side vs. Fayette tonight. Our South Side choir will perform for the board Thursday.

e. JMCEA - Thank you Dr. King and we applaud attendance for the teachers doing this pandemic. Thank you for listening to all our concerns during our meetings and you actually implementing them, ex. bonus if you invest into your staff they will stay. Kuddos to you and your staff for making JMCSS a wonderful place to work 4 days a week. Enjoy spring break.

3. ANNOUNCEMENTS

Discussion: James Johnson want to add to the Action Item to recommend Senate Bill 774 and House Bill 777 for LEA BEP calculation for the 2021-22 school year. He will give me the document to email you.

4. ADJOURNMENT

Discussion: The JMCSS March Work Session meeting was adjourned at 6:57 pm.

Chairperson

Superintendent

Jackson-Madison County School System
March 2021
Budget Amendments Requiring Board Approval
and County Commission Approval

Fund #141 General Purpose Schools

1. \$13,152 Insurance recovery- Replacement and repair for damaged CTE equipment at SSHS, (new money) stolen items from Maintenance vehicles at Central Office, vandalism at Malesus Elementary, and repair work to a damaged bus.
2. \$ 22,000 Contributions- This amendment adds a \$10,000 contribution from HES Facilities, LLC (new money) be used for student scholarships and a \$12,000 contribution from Amerigroup to be used for the purchase of Chromebook power chords.
3. \$57,900 CTE- This amendment reallocates unused ECH tuition expenditure funds and funds from the sale of CTE equipment to the vocational equipment line to be used for purchases for the Workforce Development Center.
4. \$ 8,463 Coordinated School Health Grant- This amendment aligns the general ledger to the Revision 2 budget approved by the state, to adjust for anticipated total year-end expenditures.
5. \$17,990 State PreK Grant- This amendment aligns the general ledger to the Revision 1 budget approved by the state, to adjust for anticipated total year-end expenditures.

Fund #177 Education Capital

6. \$4,100,000 This amendment appropriates fund balance to be used for the Madison and JCM projects. (new money)

Madison County
Budget Amendment Request

FUND: 141 General Purpose Schools

DEPARTMENT: Vocational Education, Maintenance, and Transportation

<i>Account Number or Org/Object</i>	<i>Account Title</i>	<i>(R)/(E)</i>	<i>Current Budget</i>	<i>Amendment Request</i>	<i>(D)/(C)</i>	<i>Amended Budget</i>
141000 497000	Insurance Recovery	R	\$ 26,795.00	\$ 13,152.00	D	\$ 39,947.00
G1300000 573000	Vocational Instruction Equipment	E	\$ 50,000.00	\$ 3,965.00	C	\$ 53,965.00
G2620000 539900	Other Contracted Services	E	\$ 493,474.00	\$ 7,539.00	C	\$ 501,013.00
G2620000 549900	Other Supplies and Materials	E	\$ 700,355.00	\$ 568.00	C	\$ 700,923.00
G2710000 533800	Maint and Repair Service- Vehicles	E	\$ 17,646.00	\$ 1,080.00	C	\$ 18,726.00
			<i>Total Debits</i>	\$ 13,152.00		
			<i>Total Credits</i>	\$ 13,152.00		

Justification/Description (MUST BE THOROUGH):
Insurance recovery- Replacement and repairs for damaged CTE equipment at SSHS, stolen items from Maintenance vehicles at Central Office, vandalism at Malesus Elementary, and repair work to a damaged bus.

Requested By: 

Date: 2-23-21


Madison County
Budget Amendment Request

FUND: 141 General Purpose Schools

DEPARTMENT: Academics and Technology

<i>Account Number or Org/Object</i>	<i>Account Title</i>	<i>(R)/(E)</i>	<i>Current Budget</i>	<i>Amendment Request</i>	<i>(D)/(C)</i>	<i>Amended Budget</i>
141000 445700	Contributions & Gifts	R	\$ 10,000.00	\$ 22,000.00	D	\$ 32,000.00
G2310000 531600	Contributions	E	\$ 18,000.00	\$ 22,000.00	C	\$ 40,000.00
			<i>Total Debits</i>	\$ 22,000.00		
			<i>Total Credits</i>	\$ 22,000.00		

Justification/Description (MUST BE THOROUGH):
 This amendment adds a \$10,000 contribution from HES Facilities, LLC to be used for student scholarships and a \$12,000 contribution from Amerigroup to be used for the purchase of Chromebook power chords.

Requested By: 

Date: 2-23-21


Madison County
Budget Amendment Request

FUND: 141 General Purpose Schools

DEPARTMENT: CTE

<i>Account Number or Org/Object</i>	<i>Account Title</i>	<i>(R)/(E)</i>	<i>Current Budget</i>	<i>Amendment Request</i>	<i>(D)/(C)</i>	<i>Amended Budget</i>
141000 445300	Sale of Equipment	R	\$ -	\$ 7,900.00	D	\$ 7,900.00
G1100000 535600	Tuition	E	\$ 110,000.00	\$ 50,000.00	D	\$ 60,000.00
G1300000 573000	Vocational Instruction Equipment	E	\$ 50,000.00	\$ 57,900.00	C	\$ 107,900.00
			<i>Total Debits</i>	\$ 57,900.00		
			<i>Total Credits</i>	\$ 57,900.00		

Justification/Description (MUST BE THOROUGH):
 This amendment reallocates unused ECH tuition expenditure funds and funds from the sale of CTE equipment to the vocational instruction equipment line to be used for purchases for the Workforce Development Center.

Requested By: 

Date: 2-23-21

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
141 General Purpose Schools							
00000 No Function							
401100 Current Property Tax	-6,888,409	-6,888,409	-3,872,093.07	.00	.00	-3,016,315.93	56.2%
401200 Trustee's Collections - Pr Yr	-279,533	-279,533	-68,128.99	.00	.00	-211,404.01	24.4%
401250 Trustee's Collections-Bkrptcy	-15,984	-15,984	-746.85	.00	.00	-15,237.15	4.7%
401300 Clk & Master Collections-Pr Y	-125,053	-125,053	-64,154.93	.00	.00	-60,898.07	51.3%
401400 Interest And Penalty	-46,786	-46,786	-14,310.31	.00	.00	-32,475.69	30.6%
401610 Payments In Lieu Of Taxes-TVA	-1,549	-1,549	-1,539.42	.00	.00	-9.58	99.4%
401620 In Lieu Of Taxes - Utilities	-154,656	-154,656	-10,354.97	.00	.00	-144,301.03	6.7%
401630 In Lieu Of Taxes - Other	-358,397	-358,397	-226,178.06	.00	.00	-132,218.94	63.1%
402100 Local Option Sales Tax	-38,545,325	-38,545,325	-19,626,227.04	.00	.00	-18,919,097.96	50.9%
402750 Mixed Drink Tax Revenue	-232,021	-232,021	-125,238.52	.00	.00	-106,782.48	54.0%
403200 Bank Excise Tax	-15,772	-15,772	.00	.00	.00	-15,772.00	.0%
411100 Marriage Licenses	-7,068	-7,068	-4,531.25	.00	.00	-2,536.75	64.1%
415900 Other Permits	-2,450	-2,450	-622.40	.00	.00	-1,827.60	25.4%
433800 Vending Machine Collections	-1,575	-1,575	-1,500.00	.00	.00	-75.00	95.2%
435170 Tuition - Other	-400,000	-400,000	-63,588.98	.00	.00	-336,411.02	15.9%
441200 Lease/Rentals	0	0	-6,165.00	.00	.00	6,165.00	100.0%
441700 Miscellaneous Refunds	0	0	-6,217.76	.00	.00	6,217.76	100.0%
445300 Sale Of Equipment	0	0	-1,078.98	.00	.00	1,078.98	100.0%
445600 Damages Recovered From Ind	0	-500	-435.00	.00	.00	-65.00	87.0%
445700 Contributions & Gifts	0	-44,265	-30,000.00	.00	.00	-14,265.00	67.8%
465110 Basic Education Program	-52,221,000	-52,221,000	-31,012,200.00	.00	.00	-21,208,800.00	59.4%
465150 Early Childhood Ed-State Gran	-1,489,510	-1,484,142	-757,491.52	.00	.00	-726,650.48	51.0%
465900 Other State Education Funds	-234,704	-282,796	-235,832.08	.00	.00	-46,963.92	83.4%
466100 Career Ladder Program	-205,000	-205,000	-90,895.04	.00	.00	-114,104.96	44.3%
468510 State Revenue Sharing -TVA	-1,301,502	-1,301,502	-615,652.18	.00	.00	-685,849.82	47.3%
469800 Other State Grants	-144,993	-518,232	-62,434.93	.00	.00	-455,797.07	12.0%
473010 COVID-19 Grant-Schools	0	-806,574	-806,573.44	.00	.00	-.56	100.0%
476400 ROTC Reimbursement	-160,000	-160,000	-61,223.12	.00	.00	-98,776.88	38.3%
479900 Other Direct Federal Revenue	0	-76,850	-76,850.61	.00	.00	.61	100.0%
481300 Contributions	0	-11,000	-11,000.00	.00	.00	.00	100.0%
489900 Other	-39,000	-39,000	-10,183.51	.00	.00	-28,816.49	26.1%
497000 Insurance Recovery	0	-29,262	-52,421.01	.00	.00	23,159.01	179.1%
498000 Transfers In	-203,242	-2,746,697	-2,520,039.56	.00	.00	-226,657.44	91.7%
TOTAL No Function	-103,073,529	-107,001,398	-60,435,908.53	.00	.00	-46,565,489.47	56.5%

71100 Regular Instruction Program

Madison County

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
511600 Teachers	33,708,000	33,889,500	19,241,989.40	2,591,809.33	.00	14,647,510.60	56.8%
511700 Career Ladder Program	100,000	100,000	39,428.44	76.92	.00	60,571.56	39.4%
512800 Homebound Teachers	150,000	150,000	79,082.72	9,735.16	.00	70,917.28	52.7%
514000 Salary Supplements	610,000	610,000	344,547.72	57,788.88	.00	265,452.28	56.5%
516300 Educational Assistants	1,152,000	1,139,000	609,448.15	84,967.31	.00	529,551.85	53.5%
518800 Bonus Payments	545,000	545,000	501,827.70	.00	.00	43,172.30	92.1%
519500 Certified Substitute Teachers	140,000	140,000	34,702.50	7,055.00	.00	105,297.50	24.8%
519800 Non-Certified Sub Teachers	405,000	348,800	92,534.50	20,523.13	.00	256,265.50	26.5%
520100 Social Security	2,640,000	2,652,300	1,471,069.51	191,752.61	.00	1,181,230.49	55.5%
520400 Pensions	3,431,000	3,445,000	1,938,835.60	251,044.48	.00	1,506,164.40	56.3%
520600 Life Insurance	73,000	73,250	46,516.17	5,427.85	.00	26,733.83	63.5%
520700 Medical Insurance	3,651,000	3,671,400	2,167,729.82	314,616.69	.00	1,503,670.18	59.0%
520800 Dental Insurance	132,000	132,440	77,290.23	11,216.30	.00	55,149.77	58.4%
521100 Local Retirement	27,000	28,200	15,672.02	1,987.13	.00	12,527.98	55.6%
521700 Retirement - Hybrid Stabiliza	235,000	236,000	143,180.17	19,000.75	.00	92,819.83	60.7%
529900 Other Fringe Benefits	325,000	325,000	54,682.07	7,243.04	.00	270,317.93	16.8%
535600 Tuition	110,000	110,000	59,014.00	32,143.00	.00	50,986.00	53.6%
539900 Other Contracted Services	1,245,900	784,088	504,490.45	223,757.39	177,125.77	102,471.78	86.9%
542900 Instructional Supplies & Mat	418,982	410,500	246,191.40	612.03	84,407.65	79,900.95	80.5%
544900 Textbooks	435,000	435,000	359,535.76	3,365.90	2,750.36	72,713.88	83.3%
547100 Software	101,000	198,500	118,728.50	.00	.00	79,771.50	59.8%
549900 Other Supplies and Materials	62,500	64,760	18,890.67	193.37	55.63	45,813.70	29.3%
572200 Regular Instruction Equipment	208,500	1,171,034	1,033,019.51	13,814.00	4,982.11	133,032.38	88.6%
TOTAL Regular Instruction Program	49,905,882	50,659,772	29,198,407.01	3,848,130.27	269,321.52	21,192,043.47	58.2%

71200 Special Education Program

511600 Teachers	6,048,000	6,048,000	3,288,051.37	439,180.39	.00	2,759,948.63	54.4%
511700 Career Ladder Program	25,000	25,000	10,476.88	153.84	.00	14,523.12	41.9%
512800 Homebound Teachers	87,000	87,000	32,671.20	4,356.16	.00	54,328.80	37.6%
516300 Educational Assistants	970,500	970,500	472,145.10	63,780.95	.00	498,354.90	48.6%
517100 Speech Pathologists	665,000	665,000	338,317.00	51,322.63	.00	326,683.00	50.9%
518800 Bonus Payments	103,000	103,000	98,316.20	.00	.00	4,683.80	95.5%
519500 Certified Substitute Teachers	15,000	15,000	4,037.50	85.00	.00	10,962.50	26.9%
519800 Non-Certified Sub Teachers	60,000	60,000	17,347.50	2,850.50	.00	42,652.50	28.9%
520100 Social Security	552,600	552,600	290,103.98	37,248.94	.00	262,496.02	52.5%
520400 Pensions	640,000	640,000	338,157.38	43,016.76	.00	301,842.62	52.8%
520600 Life Insurance	15,070	15,070	7,423.02	1,033.90	.00	7,646.98	49.3%
520700 Medical Insurance	613,000	613,000	340,512.35	48,452.27	.00	272,487.65	55.5%
520800 Dental Insurance	29,000	29,000	14,989.47	2,098.37	.00	14,010.53	51.7%
521100 Local Retirement	21,400	21,400	12,340.89	1,501.13	.00	9,059.11	57.7%

Madison County

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
521700 Retirement - Hybrid Stabiliza	38,000	38,000	20,152.10	2,641.85	.00	17,847.90	53.0%
531000 Contractsw/OtherPublicAgencie	536,000	536,000	284,567.35	22,800.00	251,432.65	.00	100.0%
531200 Contracts with PrivateAgencie	114,000	114,000	34,456.06	4,833.84	41,690.13	37,853.81	66.8%
539900 Other Contracted Services	35,000	35,000	15,140.00	5,130.00	2,570.00	17,290.00	50.6%
542900 Instructional Supplies & Mat	25,000	25,000	23,396.25	.00	1,012.74	591.01	97.6%
549900 Other Supplies and Materials	25,000	25,000	17,429.26	2,528.54	5,631.85	1,938.89	92.2%
572500 Special Education Equipment	30,000	30,000	19,296.80	.00	.00	10,703.20	64.3%
TOTAL Special Education Program	10,647,570	10,647,570	5,679,327.66	733,015.07	302,337.37	4,665,904.97	56.2%
71300 Vocational Education Program							
511600 Teachers	2,064,000	2,064,000	1,154,128.67	148,954.04	.00	909,871.33	55.9%
511700 Career Ladder Program	5,000	5,000	1,267.50	.00	.00	3,732.50	25.4%
518800 Bonus Payments	30,000	30,000	26,620.00	.00	.00	3,380.00	88.7%
518900 Other Salaries and Wages	30,000	30,000	17,176.80	2,020.80	.00	12,823.20	57.3%
519500 Certified Substitute Teachers	7,000	7,000	255.00	85.00	.00	6,745.00	3.6%
519800 Non-Certified Sub Teachers	22,000	22,000	11,330.00	2,634.50	.00	10,670.00	51.5%
520100 Social Security	154,000	154,000	86,488.37	10,772.12	.00	67,511.63	56.2%
520400 Pensions	191,000	191,000	106,193.13	13,193.46	.00	84,806.87	55.6%
520600 Life Insurance	4,000	4,000	2,105.14	280.72	.00	1,894.86	52.6%
520700 Medical Insurance	185,000	185,000	94,699.74	12,599.24	.00	90,300.26	51.2%
520800 Dental Insurance	9,500	9,500	4,493.53	618.38	.00	5,006.47	47.3%
521100 Local Retirement	0	0	701.22	80.84	.00	-701.22	100.0%
521700 Retirement - Hybrid Stabiliza	14,000	14,000	8,899.46	1,108.34	.00	5,100.54	63.6%
539900 Other Contracted Services	2,000	2,000	1,018.95	.00	858.94	122.11	93.9%
542900 Instructional Supplies & Mat	82,497	135,474	65,382.99	9,096.89	12,776.37	57,314.64	57.7%
543000 Textbooks - Electronic	20,000	20,000	19,197.50	.00	802.50	.00	100.0%
544900 Textbooks	20,000	4,000	2,345.89	.00	.00	1,654.11	58.6%
547100 Software	7,500	7,500	3,846.00	.00	2,350.00	1,304.00	82.6%
573000 Vocational Instruct Equipment	60,000	70,000	24,628.08	1,799.98	9,659.70	35,712.22	49.0%
TOTAL Vocational Education Progra	2,907,497	2,954,474	1,630,777.97	203,244.31	26,447.51	1,297,248.52	56.1%
72110 Attendance							
510500 Supervisor/Director	63,000	63,000	40,729.45	4,791.70	.00	22,270.55	64.6%
518800 Bonus Payments	600	600	858.00	.00	.00	-258.00	143.0%
518900 Other Salaries and Wages	102,000	102,000	59,751.65	7,439.62	.00	42,248.35	58.6%
520100 Social Security	12,000	12,000	7,532.71	907.00	.00	4,467.29	62.8%

Madison County

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
520400 Pensions	13,200	13,200	8,271.39	962.94	.00	4,928.61	62.7%
520600 Life Insurance	300	300	196.64	25.60	.00	103.36	65.5%
520700 Medical Insurance	10,200	10,200	6,157.00	835.00	.00	4,043.00	60.4%
520800 Dental Insurance	200	200	86.88	10.86	.00	113.12	43.4%
521100 Local Retirement	2,800	2,800	1,495.62	195.80	.00	1,304.38	53.4%
535500 Travel	3,500	3,500	342.98	85.02	.00	3,157.02	9.8%
547100 Software	128,000	128,000	122,998.61	.00	.00	5,001.39	96.1%
549900 Other Supplies and Materials	1,800	1,800	902.29	.00	.00	897.71	50.1%
552400 In Service/Staff Development	6,500	6,500	169.07	.00	130.93	6,200.00	4.6%
TOTAL Attendance	344,100	344,100	249,492.29	15,253.54	130.93	94,476.78	72.5%
72120 Health Services							
513100 Medical Personnel	606,500	611,500	340,904.89	46,417.98	.00	270,595.11	55.7%
518800 Bonus Payments	4,100	4,100	6,014.25	.00	.00	-1,914.25	146.7%
518900 Other Salaries and Wages	46,600	46,000	32,037.34	3,538.99	.00	13,962.66	69.6%
520100 Social Security	45,000	45,983	25,747.25	3,340.69	.00	20,235.75	56.0%
520400 Pensions	42,000	42,579	27,200.79	3,555.61	.00	15,378.21	63.9%
520600 Life Insurance	1,150	1,150	671.92	96.96	.00	478.08	58.4%
520700 Medical Insurance	94,500	94,500	61,453.00	9,133.00	.00	33,047.00	65.0%
520800 Dental Insurance	4,350	4,350	2,257.74	328.74	.00	2,092.26	51.9%
521100 Local Retirement	8,100	8,100	3,019.99	396.77	.00	5,080.01	37.3%
521700 Retirement - Hybrid Stabiliza	6,600	6,600	3,708.04	512.40	.00	2,891.96	56.2%
535500 Travel	5,500	5,500	1,560.16	.00	.00	3,939.84	28.4%
547100 Software	12,500	12,500	11,700.00	.00	.00	800.00	93.6%
549900 Other Supplies and Materials	21,000	21,000	9,124.36	770.59	4,068.16	7,807.48	62.8%
552400 In Service/Staff Development	2,900	2,900	149.00	.00	520.50	2,230.50	23.1%
TOTAL Health Services	900,800	906,762	525,548.73	68,091.73	4,588.66	376,624.61	58.5%
72130 Other Student Support							
511700 Career Ladder Program	3,000	3,000	1,000.00	.00	.00	2,000.00	33.3%
512300 Guidance Personnel	2,017,000	2,008,000	1,141,359.30	152,417.50	.00	866,640.70	56.8%
512400 Psychological Personnel	397,000	397,000	227,577.03	31,693.23	.00	169,422.97	57.3%
513000 Social workers	117,500	117,500	71,494.65	10,224.98	.00	46,005.35	60.8%
513500 Assessment Personnel	0	47,000	26,016.87	3,776.09	.00	20,983.13	55.4%
516200 Clerical Personnel	94,000	94,000	54,049.37	7,172.30	.00	39,950.63	57.5%
518800 Bonus Payments	34,600	34,600	31,372.80	.00	.00	3,227.20	90.7%

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
518900 Other Salaries and wages	259,200	262,860	116,517.32	15,356.79	.00	146,342.68	44.3%
519600 In-Service Training	3,500	15,000	.00	.00	.00	15,000.00	.0%
520100 Social Security	205,844	208,372	114,093.59	14,875.80	.00	94,278.41	54.8%
520400 Pensions	261,480	264,147	143,711.84	18,763.96	.00	120,435.16	54.4%
520600 Life Insurance	5,425	5,505	3,027.20	425.82	.00	2,477.80	55.0%
520700 Medical Insurance	268,000	272,600	144,945.48	20,666.64	.00	127,654.52	53.2%
520800 Dental Insurance	10,850	11,160	5,688.67	802.18	.00	5,471.33	51.0%
521100 Local Retirement	3,743	3,743	957.09	225.01	.00	2,785.91	25.6%
521700 Retirement - Hybrid Stabiliza	9,500	9,500	6,192.21	805.63	.00	3,307.79	65.2%
530900 Contracts With Govt Agencies	250,000	250,000	.00	.00	.00	250,000.00	.0%
535500 Travel	18,550	16,550	2,482.04	369.78	.00	14,067.96	15.0%
539900 Other Contracted Services	97,500	97,500	3,450.76	1,525.44	7,249.24	86,800.00	11.0%
547100 Software	143,500	143,500	136,224.61	.00	.00	7,275.39	94.9%
549900 Other Supplies and Materials	91,098	105,052	8,515.73	3,150.90	79,601.24	16,935.03	83.9%
552400 In Service/Staff Development	2,500	19,500	712.06	.00	1,497.94	17,290.00	11.3%
559900 Other Charges	8,000	8,000	.00	.00	.00	8,000.00	.0%
579000 Other Equipment	1,500	6,500	.00	.00	.00	6,500.00	.0%
TOTAL Other Student Support	4,303,290	4,400,589	2,239,388.62	282,252.05	88,348.42	2,072,851.96	52.9%

72210 Regular Instruction Program

510500 Supervisor/Director	625,000	395,000	230,609.76	27,130.56	.00	164,390.24	58.4%
511700 Career Ladder Program	23,000	23,000	8,445.00	142.50	.00	14,555.00	36.7%
512900 Librarians	1,138,000	1,138,000	592,595.87	84,941.88	.00	545,404.13	52.1%
516200 Clerical Personnel	108,500	108,500	69,249.40	8,166.21	.00	39,250.60	63.8%
518800 Bonus Payments	24,000	24,000	23,066.35	.00	.00	933.65	96.1%
518900 Other Salaries and Wages	923,760	810,900	457,114.32	61,732.06	.00	353,785.68	56.4%
519500 Certified Substitute Teachers	10,000	6,000	850.00	.00	.00	5,150.00	14.2%
519600 In-Service Training	65,470	18,500	2,000.00	2,000.00	.00	16,500.00	10.8%
519800 Non-Certified Sub Teachers	8,000	8,000	392.50	175.50	.00	7,607.50	4.9%
520100 Social Security	211,215	202,099	96,406.03	12,721.84	.00	105,692.97	47.7%
520400 Pensions	267,742	254,161	123,486.00	16,597.62	.00	130,675.00	48.6%
520600 Life Insurance	5,300	5,180	2,548.61	355.36	.00	2,631.39	49.2%
520700 Medical Insurance	238,000	233,500	119,138.18	15,361.00	.00	114,361.82	51.0%
520800 Dental Insurance	9,000	8,860	4,278.22	529.80	.00	4,581.78	48.3%
521100 Local Retirement	8,480	8,000	3,845.37	376.18	.00	4,154.63	48.1%
521700 Retirement - Hybrid Stabiliza	5,120	4,320	2,833.54	284.92	.00	1,486.46	65.6%
535500 Travel	29,500	29,500	12,462.74	338.46	.00	17,037.26	42.2%
539900 Other Contracted Services	10,000	10,650	2,919.85	412.83	7,230.15	500.00	95.3%
543200 Library Books/Media	60,000	60,000	37,908.00	.00	.00	22,092.00	63.2%
543500 Office Supplies	11,600	11,600	3,626.28	202.76	1,621.64	6,352.08	45.2%

Madison County

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
547100 Software	25,000	25,000	24,456.00	.00	.00	544.00	97.8%
549900 Other Supplies and Materials	24,225	21,115	4,036.21	293.19	1,342.38	15,736.41	25.5%
552400 In Service/Staff Development	84,172	78,800	13,205.71	1,874.60	7,528.92	58,065.37	26.3%
559900 Other Charges	8,500	8,500	4,882.00	.00	.00	3,618.00	57.4%
TOTAL Regular Instruction Program	3,923,584	3,493,185	1,840,355.94	233,637.27	17,723.09	1,635,105.97	53.2%
72220 Special Education Program							
510500 Supervisor/Director	166,500	166,500	108,834.68	12,804.08	.00	57,665.32	65.4%
518800 Bonus Payments	6,400	6,400	7,054.00	.00	.00	-654.00	110.2%
518900 Other Salaries and Wages	562,500	562,500	306,988.10	41,176.83	.00	255,511.90	54.6%
520100 Social Security	52,900	52,900	30,080.73	3,905.31	.00	22,819.27	56.9%
520400 Pensions	63,100	63,100	36,127.94	4,634.43	.00	26,972.06	57.3%
520600 Life Insurance	1,480	1,480	800.55	111.29	.00	679.45	54.1%
520700 Medical Insurance	76,000	76,000	38,192.35	5,200.00	.00	37,807.65	50.3%
520800 Dental Insurance	2,800	2,800	1,262.12	178.67	.00	1,537.88	45.1%
521100 Local Retirement	6,500	6,500	3,656.41	477.47	.00	2,843.59	56.3%
521700 Retirement - Hybrid Stabiliza	500	500	7.62	.00	.00	492.38	1.5%
531200 Contracts with PrivateAgencie	12,500	12,500	2,915.93	.00	5,584.07	4,000.00	68.0%
533600 Maint & Repair Serv-Equipment	5,000	5,000	.00	.00	.00	5,000.00	.0%
535500 Travel	30,000	30,000	6,063.17	1,219.99	.00	23,936.83	20.2%
549900 Other Supplies and Materials	25,000	25,000	19,791.75	.00	2,576.39	2,631.86	89.5%
552400 In Service/Staff Development	10,000	10,000	9,120.34	1,479.84	765.00	114.66	98.9%
TOTAL Special Education Program	1,021,180	1,021,180	570,895.69	71,187.91	8,925.46	441,358.85	56.8%
72230 Vocational Education Program							
510500 Supervisor/Director	75,500	0	.00	.00	.00	.00	.0%
518800 Bonus Payments	250	0	.00	.00	.00	.00	.0%
520100 Social Security	5,600	0	.00	.00	.00	.00	.0%
520400 Pensions	7,800	0	.00	.00	.00	.00	.0%
520600 Life Insurance	200	0	.00	.00	.00	.00	.0%
520700 Medical Insurance	10,000	0	.00	.00	.00	.00	.0%
520800 Dental Insurance	300	0	.00	.00	.00	.00	.0%
533600 Maint & Repair Serv-Equipment	10,000	5,000	.00	.00	1,875.00	3,125.00	37.5%
535500 Travel	1,000	300	.00	.00	.00	300.00	.0%
549900 Other Supplies and Materials	1,000	1,000	926.50	.00	.00	73.50	92.7%
552400 In Service/Staff Development	5,000	11,000	.00	.00	.00	11,000.00	.0%

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
559900 Other Charges	2,000	500	100.00	.00	.00	400.00	20.0%
TOTAL Vocational Education Progra	118,650	17,800	1,026.50	.00	1,875.00	14,898.50	16.3%

72250 Technology

510500 Supervisor/Director	153,000	153,000	85,508.33	5,058.82	.00	67,491.67	55.9%
518800 Bonus Payments	1,800	1,800	2,283.00	.00	.00	-483.00	126.8%
518900 Other Salaries and Wages	324,000	329,000	203,202.92	21,228.24	.00	125,797.08	61.8%
520100 Social Security	34,000	34,077	20,599.83	1,800.99	.00	13,477.17	60.5%
520400 Pensions	16,500	16,603	9,597.35	797.30	.00	7,005.65	57.8%
520600 Life Insurance	1,000	1,000	552.48	55.20	.00	447.52	55.2%
520700 Medical Insurance	50,000	50,000	31,259.00	4,146.50	.00	18,741.00	62.5%
520800 Dental Insurance	2,000	2,000	1,074.96	116.82	.00	925.04	53.7%
521100 Local Retirement	18,500	18,500	9,060.90	603.78	.00	9,439.10	49.0%
533600 Maint & Repair Serv-Equipment	77,000	77,000	66,040.99	.00	260.00	10,699.01	86.1%
535000 Internet Connectivity	150,000	150,000	55,766.20	7,966.60	39,837.80	54,396.00	63.7%
535500 Travel	1,000	1,000	.00	.00	.00	1,000.00	.0%
539900 Other Contracted Services	223,000	217,820	167,621.21	124.33	21,556.18	28,642.61	86.9%
547000 Cabling	10,000	10,000	.00	.00	200.00	9,800.00	2.0%
547100 Software	429,200	429,200	356,130.78	417.26	30,856.37	42,212.85	90.2%
549900 Other Supplies and Materials	20,000	20,000	2,407.80	.00	11,473.88	6,118.32	69.4%
552400 In Service/Staff Development	1,000	1,000	499.00	150.00	.00	501.00	49.9%
579000 Other Equipment	85,000	92,320	82,411.64	6,693.05	3,297.82	6,610.54	92.8%
TOTAL Technology	1,597,000	1,604,320	1,094,016.39	49,158.89	107,482.05	402,821.56	74.9%

72310 Board of Education

511800 Secretary To Board	49,000	49,000	29,936.90	3,525.20	.00	19,063.10	61.1%
518800 Bonus Payments	200	200	285.00	.00	.00	-85.00	142.5%
519100 Board & Committee Members Fee	28,200	28,200	19,200.00	2,700.00	.00	9,000.00	68.1%
520100 Social Security	5,800	5,800	3,780.80	476.23	.00	2,019.20	65.2%
520400 Pensions	5,700	5,700	3,499.71	408.22	.00	2,200.29	61.4%
520600 Life Insurance	100	100	58.24	7.36	.00	41.76	58.2%
521000 Unemployment Compensation	125,000	201,850	98,911.76	.00	.00	102,938.24	49.0%
530500 Audit Services	21,000	21,000	.00	.00	.00	21,000.00	.0%
531600 Contributions	18,000	18,000	6,638.20	.00	.00	11,361.80	36.9%
532000 Dues And Memberships	15,000	15,000	13,999.00	.00	.00	1,001.00	93.3%
533100 Legal Services	250,000	250,000	108,821.51	4,800.11	141,178.49	.00	100.0%

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
547100 Software	2,000	2,000	2,000.00	2,000.00	.00	.00	100.0%
549900 Other Supplies and Materials	6,700	6,700	5,219.75	132.84	1,394.19	86.06	98.7%
551000 Trustee's Commission	700,000	700,000	409,778.45	.00	.00	290,221.55	58.5%
551300 Worker's Compensation Ins	900,000	900,000	620,585.00	.00	206,584.00	72,831.00	91.9%
552400 In Service/Staff Development	27,000	27,000	1,445.72	1,230.18	75.00	25,479.28	5.6%
559900 Other Charges	2,500	2,500	496.28	.00	370.00	1,633.72	34.7%
TOTAL Board of Education	2,156,200	2,233,050	1,324,656.32	15,280.14	349,601.68	558,792.00	75.0%

72320 Director of Schools

510100 County Official/Admin Officer	185,000	185,000	120,961.46	14,230.76	.00	64,038.54	65.4%
510300 Assistant(s)	114,500	384,500	251,281.96	29,511.16	.00	133,218.04	65.4%
511700 Career Ladder Program	1,000	1,000	500.00	.00	.00	500.00	50.0%
516100 Secretary(s)	122,000	122,000	82,674.12	9,493.72	.00	39,325.88	67.8%
518800 Bonus Payments	1,300	1,850	2,675.00	.00	.00	-825.00	144.6%
518900 Other Salaries and Wages	70,000	70,000	45,769.28	5,384.62	.00	24,230.72	65.4%
520100 Social Security	35,000	62,300	38,793.80	4,454.38	.00	23,506.20	62.3%
520400 Pensions	28,000	67,000	44,024.85	5,142.82	.00	22,975.15	65.7%
520600 Life Insurance	1,000	1,600	975.04	122.24	.00	624.96	60.9%
520700 Medical Insurance	35,000	48,000	31,781.00	4,166.00	.00	16,219.00	66.2%
520800 Dental Insurance	1,100	1,600	1,044.24	134.04	.00	555.76	65.3%
521100 Local Retirement	12,000	2,000	1,119.70	246.58	.00	880.30	56.0%
521700 Retirement - Hybrid Stabiliza	2,000	2,400	1,486.18	173.10	.00	913.82	61.9%
529900 Other Fringe Benefits	31,400	61,400	29,737.28	2,975.00	.00	31,662.72	48.4%
530200 Advertising	12,000	12,000	2,107.00	.00	.00	9,893.00	17.6%
530700 Communication	110,000	182,000	82,920.59	18,937.12	27,520.49	71,558.92	60.7%
532000 Dues And Memberships	9,000	9,000	5,450.00	285.00	330.00	3,220.00	64.2%
533000 Operating Lease Payments	55,000	55,000	2,000.00	2,000.00	.00	53,000.00	3.6%
534800 Postal Charges	8,000	8,000	3,554.94	.00	1,580.00	2,865.06	64.2%
535500 Travel	5,500	5,500	1,393.97	73.13	700.00	3,406.03	38.1%
539900 Other Contracted Services	12,700	21,527	13,235.79	75.18	7,591.12	700.09	96.7%
543500 Office Supplies	3,500	3,500	2,601.36	.00	683.44	215.20	93.9%
549900 Other Supplies and Materials	16,000	16,000	3,777.06	179.93	3,101.45	9,121.49	43.0%
552400 In Service/Staff Development	6,500	6,500	637.83	.00	1,949.06	3,913.11	39.8%
559900 Other Charges	2,000	2,000	1,878.82	.00	.00	121.18	93.9%
570100 Administration Equipment	4,000	4,000	2,299.98	.00	1,498.00	202.02	94.9%
TOTAL Director of Schools	883,500	1,335,677	774,681.25	97,584.78	44,953.56	516,042.19	61.4%

72410 Office of the Principal

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
510400 Principals	2,000,000	2,172,200	1,419,730.16	169,867.36	.00	752,469.84	65.4%
511700 Career Ladder Program	18,000	18,000	7,500.00	.00	.00	10,500.00	41.7%
513900 Assistant Principals	1,830,000	1,846,000	1,201,968.47	143,650.20	.00	644,031.53	65.1%
516100 Secretary(s)	1,365,000	1,365,000	752,246.08	99,261.52	.00	612,753.92	55.1%
516200 Clerical Personnel	17,700	17,700	9,970.96	967.01	.00	7,729.04	56.3%
518800 Bonus Payments	40,000	40,000	58,351.00	.00	.00	-18,351.00	145.9%
518900 Other Salaries and Wages	340,000	340,000	179,415.13	25,625.43	.00	160,584.87	52.8%
520100 Social Security	403,000	408,650	257,405.09	30,980.52	.00	151,244.91	63.0%
520400 Pensions	497,000	505,300	318,667.10	37,693.26	.00	186,632.90	63.1%
520600 Life Insurance	11,000	11,130	6,732.16	879.55	.00	4,397.84	60.5%
520700 Medical Insurance	548,000	552,500	336,347.65	43,493.62	.00	216,152.35	60.9%
520800 Dental Insurance	21,500	21,640	13,375.56	1,778.31	.00	8,264.44	61.8%
521100 Local Retirement	35,000	35,000	22,298.89	2,863.67	.00	12,701.11	63.7%
521700 Retirement - Hybrid Stabiliza	1,500	1,500	326.55	176.26	.00	1,173.45	21.8%
535500 Travel	14,000	14,000	2,095.82	169.20	.00	11,904.18	15.0%
549900 Other Supplies and Materials	100,000	100,000	96,218.98	.00	.00	3,781.02	96.2%
570100 Administration Equipment	25,000	25,000	.00	.00	.00	25,000.00	.0%
TOTAL Office of the Principal	7,266,700	7,473,620	4,682,649.60	557,405.91	.00	2,790,970.40	62.7%

72510 Fiscal Services

510500 Supervisor/Director	96,500	96,500	62,952.28	7,362.84	.00	33,547.72	65.2%
511900 Accountants/Bookkeepers	214,500	214,500	139,234.63	16,372.08	.00	75,265.37	64.9%
518800 Bonus Payments	1,000	1,000	1,458.00	.00	.00	-458.00	145.8%
520100 Social Security	21,000	21,000	14,359.92	1,662.61	.00	6,640.08	68.4%
520400 Pensions	21,000	21,000	14,476.39	1,685.46	.00	6,523.61	68.9%
520600 Life Insurance	600	600	399.36	49.92	.00	200.64	66.6%
520700 Medical Insurance	15,300	15,300	9,943.00	1,271.00	.00	5,357.00	65.0%
520800 Dental Insurance	1,600	1,600	985.44	123.18	.00	614.56	61.6%
521100 Local Retirement	8,000	8,000	5,154.60	601.80	.00	2,845.40	64.4%
532000 Dues And Memberships	2,100	2,100	769.36	.00	.00	1,330.64	36.6%
535500 Travel	1,000	1,000	36.37	.00	.00	963.63	3.6%
539900 Other Contracted Services	280,000	280,000	1,939.58	.00	2,110.42	275,950.00	1.4%
543500 Office Supplies	1,500	1,500	1,131.05	.00	176.78	192.17	87.2%
547100 Software	25,000	25,000	17,802.48	.00	.00	7,197.52	71.2%
552400 In Service/Staff Development	1,000	1,000	460.00	.00	380.00	160.00	84.0%
570100 Administration Equipment	2,000	2,000	281.55	.00	165.00	1,553.45	22.3%
TOTAL Fiscal Services	692,100	692,100	271,384.01	29,128.89	2,832.20	417,883.79	39.6%

72520 Human Services/Personnel

YEAR-TO-DATE BUDGET REPORT FUND 141

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
510500 Supervisor/Director	257,500	257,500	167,188.27	19,648.62	.00	90,311.73	64.9%
516200 Clerical Personnel	42,000	42,000	25,819.29	3,019.80	.00	16,180.71	61.5%
518800 Bonus Payments	1,250	1,250	1,551.00	.00	.00	-301.00	124.1%
518900 Other Salaries and Wages	102,000	102,000	60,805.60	9,750.00	.00	41,194.40	59.6%
520100 Social Security	29,000	29,000	17,187.49	1,968.08	.00	11,812.51	59.3%
520400 Pensions	24,000	24,000	15,087.59	1,757.16	.00	8,912.41	62.9%
520600 Life Insurance	800	800	478.72	56.16	.00	321.28	59.8%
520700 Medical Insurance	32,000	32,000	18,083.00	2,109.00	.00	13,917.00	56.5%
520800 Dental Insurance	1,600	1,600	845.04	95.10	.00	754.96	52.8%
521100 Local Retirement	13,200	13,200	7,223.12	747.22	.00	5,976.88	54.7%
530200 Advertising	1,500	1,500	.00	.00	.00	1,500.00	.0%
532000 Dues And Memberships	800	800	538.00	.00	.00	262.00	67.3%
535500 Travel	800	800	64.86	.00	.00	735.14	8.1%
539900 Other Contracted Services	7,250	7,250	1,008.41	.00	4,786.59	1,455.00	79.9%
543500 Office Supplies	3,500	3,500	898.93	251.68	375.02	2,226.05	36.4%
547100 Software	25,400	25,400	25,180.06	10,350.00	.00	219.94	99.1%
549900 Other Supplies and Materials	5,000	5,000	.00	.00	.00	5,000.00	.0%
552400 In Service/Staff Development	3,500	3,500	550.00	.00	200.00	2,750.00	21.4%
559900 Other Charges	4,000	4,000	100.00	.00	250.00	3,650.00	8.8%
570100 Administration Equipment	2,600	2,600	.00	.00	.00	2,600.00	.0%
TOTAL Human Services/Personnel	557,700	557,700	342,609.38	49,752.82	5,611.61	209,479.01	62.4%
72610 Operation of Plant							
539900 Other Contracted Services	2,306,000	2,306,000	1,404,783.34	1,237.69	950,578.98	-49,362.32	102.1%
541500 Electricity	2,450,000	2,450,000	1,308,213.65	123,173.77	.00	1,141,786.35	53.4%
543400 Natural Gas	475,000	475,000	204,101.87	78,337.93	.00	270,898.13	43.0%
545400 Water And Sewer	300,000	300,000	141,432.37	12,723.68	.00	158,567.63	47.1%
549900 Other Supplies and Materials	30,000	30,000	28,218.05	.00	95.01	1,686.94	94.4%
550200 Building And Content Insuranc	1,030,000	1,030,000	1,002,494.70	.00	4,500.00	23,005.30	97.8%
TOTAL Operation of Plant	6,591,000	6,591,000	4,089,243.98	215,473.07	955,173.99	1,546,582.03	76.5%
72620 Maintenance of Plant							
510500 Supervisor/Director	94,400	94,400	61,224.82	7,202.92	.00	33,175.18	64.9%
516100 Secretary(s)	77,000	77,000	49,088.97	5,741.40	.00	27,911.03	63.8%
518800 Bonus Payments	8,000	8,000	10,185.50	.00	.00	-2,185.50	127.3%
518900 Other Salaries and Wages	1,422,000	1,432,502	889,720.48	107,097.89	.00	542,781.52	62.1%

Madison County

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
520100 Social Security	115,000	115,804	71,899.82	8,540.21	.00	43,904.18	62.1%
520400 Pensions	108,000	108,463	63,879.28	7,426.75	.00	44,583.72	58.9%
520600 Life Insurance	2,700	2,700	1,870.67	240.86	.00	829.33	69.3%
520700 Medical Insurance	150,000	150,000	98,713.45	11,725.50	.00	51,286.55	65.8%
520800 Dental Insurance	6,000	6,000	3,901.82	459.60	.00	2,098.18	65.0%
521100 Local Retirement	37,000	37,000	22,937.22	2,528.33	.00	14,062.78	62.0%
521700 Retirement - Hybrid Stabiliza	30	30	.00	.00	.00	30.00	.0%
539900 Other Contracted Services	477,000	493,474	301,061.32	4,058.59	111,388.93	81,023.75	83.6%
547100 Software	16,200	16,200	16,200.00	.00	.00	.00	100.0%
549900 Other Supplies and Materials	700,000	700,355	306,554.59	26,651.69	173,126.07	220,674.34	68.5%
552400 In Service/Staff Development	1,000	1,000	525.00	.00	.00	475.00	52.5%
570100 Administration Equipment	1,500	190,245	23,877.74	3,867.16	24,711.48	141,655.78	25.5%
TOTAL Maintenance of Plant	3,215,830	3,433,173	1,921,640.68	185,540.90	309,226.48	1,202,305.84	65.0%

72710 Transportation

510500 Supervisor/Director	99,000	99,000	64,624.82	7,602.92	.00	34,375.18	65.3%
514200 Mechanic(s)	425,000	425,000	220,871.43	24,407.55	.00	204,128.57	52.0%
514600 Bus Drivers	2,350,000	2,350,000	1,171,459.71	169,819.04	.00	1,178,540.29	49.8%
518800 Bonus Payments	34,000	34,000	39,426.00	.00	.00	-5,426.00	116.0%
518900 Other Salaries and Wages	750,000	750,000	470,647.28	58,307.66	.00	279,352.72	62.8%
520100 Social Security	259,000	259,000	140,930.70	18,629.04	.00	118,069.30	54.4%
520400 Pensions	198,000	198,000	111,683.46	14,558.40	.00	86,316.54	56.4%
520600 Life Insurance	5,500	5,500	3,128.68	416.48	.00	2,371.32	56.9%
520700 Medical Insurance	342,000	342,000	180,339.60	24,077.00	.00	161,660.40	52.7%
520800 Dental Insurance	20,000	20,000	10,390.03	1,429.67	.00	9,609.97	52.0%
521100 Local Retirement	72,000	72,000	37,110.64	5,124.80	.00	34,889.36	51.5%
531300 Contracts with Parents	5,000	5,000	.00	.00	.00	5,000.00	.0%
531500 Contracts with Vehicle Owners	6,000	0	.00	.00	.00	.00	.0%
533800 Maint & Repair Serv-Vehicles	15,000	20,113	4,663.36	2,214.20	11,939.78	3,509.86	82.5%
535500 Travel	1,000	1,000	.00	.00	.00	1,000.00	.0%
539900 Other Contracted Services	72,700	72,700	15,039.97	2,568.85	17,837.15	39,822.88	45.2%
541200 Diesel Fuel	600,000	528,000	115,461.99	11,630.85	44,469.58	368,068.43	30.3%
542500 Gasoline	90,000	90,000	38,536.69	.00	.00	51,463.31	42.8%
543300 Lubricants	15,000	15,000	4,740.01	991.99	7,735.76	2,524.23	83.2%
543500 Office Supplies	6,000	6,000	3,375.70	345.68	1,356.03	1,268.27	78.9%
545000 Tires And Tubes	135,000	135,000	32,556.80	461.99	46,312.16	56,131.04	58.4%
545300 Vehicle Parts	410,000	410,000	137,804.43	14,826.96	80,713.35	191,482.22	53.3%
547100 Software	71,500	71,500	68,846.25	.00	.00	2,653.75	96.3%
549900 Other Supplies and Materials	95,000	95,000	22,051.37	631.50	12,942.48	60,006.15	36.8%
552400 In Service/Staff Development	9,000	9,000	2,381.27	520.00	6,161.04	457.69	94.9%

Madison County

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
559900 Other Charges	15,000	15,000	5,105.94	364.35	1,783.62	8,110.44	45.9%
570100 Administration Equipment	2,500	2,500	2,488.31	.00	.00	11.69	99.5%
TOTAL Transportation	6,103,200	6,030,313	2,903,664.44	358,928.93	231,250.95	2,895,397.61	52.0%
73300 Community Services							
510500 Supervisor/Director	55,700	55,700	36,091.00	4,246.00	.00	19,609.00	64.8%
518800 Bonus Payments	2,800	2,800	1,435.00	.00	.00	1,365.00	51.3%
518900 Other Salaries and Wages	380,000	508,300	128,897.56	35,642.76	.00	379,402.44	25.4%
520100 Social Security	31,000	40,816	11,984.79	2,918.68	.00	28,831.21	29.4%
520400 Pensions	24,500	37,354	7,988.39	2,430.44	.00	29,365.61	21.4%
520600 Life Insurance	600	600	216.91	33.81	.00	383.09	36.2%
520700 Medical Insurance	30,000	30,000	11,653.75	1,984.59	.00	18,346.25	38.8%
520800 Dental Insurance	1,800	1,800	789.81	113.57	.00	1,010.19	43.9%
521100 Local Retirement	7,700	8,260	3,851.33	615.48	.00	4,408.67	46.6%
521700 Retirement - Hybrid Stabiliza	800	800	198.93	113.15	.00	601.07	24.9%
530700 Communication	4,000	4,000	476.16	241.01	.00	3,523.84	11.9%
535500 Travel	1,000	1,000	505.25	.00	.00	494.75	50.5%
539900 Other Contracted Services	3,500	8,500	.00	.00	.00	8,500.00	.0%
542900 Instructional Supplies & Mat	0	17,317	5,986.84	2,566.96	370.34	10,959.82	36.7%
549900 Other Supplies and Materials	14,500	14,500	7,819.14	91.89	4,363.86	2,317.00	84.0%
552400 In Service/Staff Development	2,000	2,000	.00	.00	.00	2,000.00	.0%
559900 Other Charges	0	800	316.35	35.15	105.45	378.20	52.7%
579000 Other Equipment	6,000	6,000	2,790.00	.00	210.00	3,000.00	50.0%
TOTAL Community Services	565,900	740,547	221,001.21	51,033.49	5,049.65	514,496.14	30.5%
73400 Early Childhood Education							
511600 Teachers	1,235,000	1,235,000	700,901.35	93,444.58	.00	534,098.65	56.8%
512300 Guidance Personnel	0	40,000	17,269.29	3,837.62	.00	22,730.71	43.2%
516300 Educational Assistants	480,500	480,500	262,829.17	35,682.28	.00	217,670.83	54.7%
518800 Bonus Payments	32,000	32,000	27,270.00	.00	.00	4,730.00	85.2%
518900 Other Salaries and Wages	53,000	0	.00	.00	.00	.00	.0%
519500 Certified Substitute Teachers	13,000	11,000	400.00	.00	.00	10,600.00	3.6%
519800 Non-Certified Sub Teachers	16,000	16,000	6,268.50	1,867.00	.00	9,731.50	39.2%
520100 Social Security	128,800	128,800	71,337.63	9,403.37	.00	57,462.37	55.4%
520400 Pensions	141,000	141,000	79,383.09	10,461.17	.00	61,616.91	56.3%
520600 Life Insurance	3,430	3,430	1,876.36	271.07	.00	1,553.64	54.7%

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
520700 Medical Insurance	154,930	165,562	109,730.52	16,446.85	.00	55,831.48	66.3%
520800 Dental Insurance	8,000	8,000	4,486.17	692.30	.00	3,513.83	56.1%
521100 Local Retirement	11,350	11,350	6,792.72	808.13	.00	4,557.28	59.8%
521700 Retirement - Hybrid Stabiliza	7,300	7,300	3,892.08	501.98	.00	3,407.92	53.3%
535500 Travel	300	300	.00	.00	.00	300.00	.0%
539900 Other Contracted Services	600	600	134.60	35.15	105.45	359.95	40.0%
542900 Instructional Supplies & Mat	31,000	15,000	13,385.95	.00	78.48	1,535.57	89.8%
547100 Software	0	5,150	5,150.00	.00	.00	.00	100.0%
552400 In Service/Staff Development	7,500	4,350	3,408.60	1,325.00	250.00	691.40	84.1%
572200 Regular Instruction Equipment	5,000	5,000	378.00	.00	2,190.00	2,432.00	51.4%
TOTAL Early Childhood Education	2,328,710	2,310,342	1,314,894.03	174,776.50	2,623.93	992,824.04	57.0%
82330 Education							
562000 Debt Service ContrToPrimaryGv	420,000	420,000	.00	.00	.00	420,000.00	.0%
TOTAL Education	420,000	420,000	.00	.00	.00	420,000.00	.0%
99100 Transfers Out							
559000 Transfers To Other Funds	0	2,500,000	2,500,000.00	.00	.00	.00	100.0%
TOTAL Transfers Out	0	2,500,000	2,500,000.00	.00	.00	.00	100.0%
TOTAL General Purpose Schools	3,376,864	3,365,876	2,939,753.17	7,238,876.47	2,733,504.06	-2,307,381.23	168.6%
TOTAL REVENUES	-103,073,529	-107,001,398	-60,435,908.53	.00	.00	-46,565,489.47	
TOTAL EXPENSES	106,450,393	110,367,274	63,375,661.70	7,238,876.47	2,733,504.06	44,258,108.24	
GRAND TOTAL	3,376,864	3,365,876	2,939,753.17	7,238,876.47	2,733,504.06	-2,307,381.23	168.6%

** END OF REPORT - Generated by Kellar, Holly **

Madison County

YEAR-TO-DATE BUDGET REPORT FUND 142

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
142 School Federal Projects							
010 Consolidated Administration							
00000 No Function							
471410 Title I Grants To Local Ed Agen	-652,600	-652,600	-309,306.70	.00	.00	-343,293.30	47.4%
471460 English Language Acquisit Grants	-900	-900	-362.33	.00	.00	-537.67	40.3%
471890 Eisenhower Prof Develop St Grants	-70,000	-70,000	-28,181.30	.00	.00	-41,818.70	40.3%
475900 Other Federal Through State	-6,000	-6,000	-2,415.54	.00	.00	-3,584.46	40.3%
TOTAL No Function	-729,500	-729,500	-340,265.87	.00	.00	-389,234.13	46.6%
72210 Regular Instruction Program							
510500 Supervisor/Director	96,000	96,000	61,838.46	7,230.76	.00	34,161.54	64.4%
516100 Secretary(s)	14,000	14,000	3,633.77	327.56	.00	10,366.23	26.0%
516200 Clerical Personnel	83,158	83,158	51,476.83	5,969.60	.00	31,681.17	61.9%
518900 Other Salaries and Wages	364,000	364,000	184,930.05	25,381.21	.00	179,069.95	50.8%
520100 Social Security	37,976	37,976	20,353.06	2,531.52	.00	17,622.94	53.6%
520400 Pensions	55,665	55,665	28,722.50	3,560.69	.00	26,942.50	51.6%
520600 Life Insurance	1,300	1,300	520.64	71.20	.00	779.36	40.0%
520700 Medical Insurance	38,000	40,000	16,459.45	2,336.00	.00	23,540.55	41.1%
520800 Dental Insurance	1,620	1,620	566.02	77.88	.00	1,053.98	34.9%
521100 Local Retirement	500	500	.00	.00	.00	500.00	.0%
535500 Travel	2,700	2,700	485.53	39.01	.00	2,214.47	18.0%
539900 Other Contracted Services	4,000	4,000	1,371.96	.00	1,778.28	849.76	78.8%
549900 Other Supplies and Materials	14,530	18,230	13,853.21	.00	108.21	4,268.58	76.6%
552400 In Service/Staff Development	13,831	5,000	2,109.00	.00	.00	2,891.00	42.2%
579000 Other Equipment	2,220	5,351	1,815.22	.00	113.30	3,422.48	36.0%
TOTAL Regular Instruction Program	729,500	729,500	388,135.70	47,525.43	1,999.79	339,364.51	53.5%
TOTAL Consolidated Administration	0	0	47,869.83	47,525.43	1,999.79	-49,869.62	100.0%

103 TITLE I

00000 No Function

Madison County

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
471410 Title1GrantsToLocalEdAgen	-4,436,651	-5,164,009	-2,358,317.46	.00	.00	-2,805,691.54	45.7%
TOTAL No Function	-4,436,651	-5,164,009	-2,358,317.46	.00	.00	-2,805,691.54	45.7%

71100 Regular Instruction Program

516300 Educational Assistants	111,500	93,000	39,292.35	5,939.00	.00	53,707.65	42.2%
518800 Bonus Payments	9,600	9,600	.00	.00	.00	9,600.00	.0%
518900 Other Salaries and Wages	1,458,735	1,398,260	721,760.42	91,153.04	.00	676,499.58	51.6%
519500 Certified Substitute Teachers	8,600	4,925	.00	.00	.00	4,925.00	.0%
519800 Non-Certified Sub Teachers	9,100	5,775	659.00	.00	.00	5,116.00	11.4%
520100 Social Security	116,871	110,620	50,272.51	6,236.86	.00	60,347.49	45.4%
520400 Pensions	145,005	138,334	63,645.96	7,905.47	.00	74,688.04	46.0%
520600 Life Insurance	3,900	3,600	1,295.47	170.24	.00	2,304.53	36.0%
520700 Medical Insurance	181,000	170,000	56,635.17	7,799.00	.00	113,364.83	33.3%
520800 Dental Insurance	8,810	8,107	2,175.22	289.80	.00	5,931.78	26.8%
521100 Local Retirement	12,020	9,870	829.24	105.11	.00	9,040.76	8.4%
539900 Other Contracted Services	129,500	91,966	35,965.65	.00	51,000.00	5,000.35	94.6%
542900 Instructional Supplies & Mat	548,990	684,585	480,654.67	28,583.85	103,486.68	100,443.65	85.3%
572200 Regular Instruction Equipment	612,168	1,366,866	944,311.78	8,289.68	306,311.07	116,243.15	91.5%
TOTAL Regular Instruction Program	3,355,799	4,095,508	2,397,497.44	156,472.05	460,797.75	1,237,212.81	69.8%

72130 Other Student Support

512300 Guidance Personnel	94,000	80,000	41,736.25	7,082.30	.00	38,263.75	52.2%
518900 Other Salaries and Wages	214,200	209,700	102,175.61	14,014.92	.00	107,524.39	48.7%
520100 Social Security	21,397	20,111	9,486.67	1,272.95	.00	10,624.33	47.2%
520400 Pensions	20,258	17,899	7,280.11	855.97	.00	10,618.89	40.7%
520600 Life Insurance	750	750	219.31	33.38	.00	530.69	29.2%
520700 Medical Insurance	40,000	33,641	6,734.17	1,723.74	.00	26,906.83	20.0%
520800 Dental Insurance	1,776	1,776	271.30	67.36	.00	1,504.70	15.3%
521100 Local Retirement	8,400	8,400	924.04	.00	.00	7,475.96	11.0%
535500 Travel	3,800	3,500	29.33	.00	.00	3,470.67	.8%
549900 Other Supplies and Materials	31,206	9,950	5,406.28	647.56	20.67	4,523.05	54.5%
552400 In Service/Staff Development	4,000	2,000	359.00	.00	.00	1,641.00	18.0%
559900 Other Charges	60,235	75,347	39,771.87	9,556.35	17,787.22	17,787.91	76.4%
579000 Other Equipment	1,300	1,300	.00	.00	.00	1,300.00	.0%
TOTAL Other Student Support	501,322	464,374	214,393.94	35,254.53	17,807.89	232,172.17	50.0%

72210 Regular Instruction Program

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
518900 Other Salaries and Wages	325,400	361,729	107,765.00	22,384.00	.00	253,964.00	29.8%
520100 Social Security	22,663	25,463	7,160.71	1,572.18	.00	18,302.29	28.1%
520400 Pensions	28,885	32,595	8,026.80	1,770.25	.00	24,568.20	24.6%
552400 In Service/Staff Development	115,022	101,522	23,625.96	1,299.50	11,506.73	66,389.31	34.6%
TOTAL Regular Instruction Program	491,970	521,309	146,578.47	27,025.93	11,506.73	363,223.80	30.3%
72710 Transportation							
531500 Contracts with Vehicle Owners	87,560	82,818	2,580.00	.00	.00	80,238.00	3.1%
TOTAL Transportation	87,560	82,818	2,580.00	.00	.00	80,238.00	3.1%
TOTAL TITLE I	0	0	402,732.39	218,752.51	490,112.37	-892,844.76	100.0%
105 Title 1A Neglected							
00000 No Function							
471410 Title1GrantsToLocalEdAgen	-56,923	-68,557	-23,090.26	.00	.00	-45,466.74	33.7%
TOTAL No Function	-56,923	-68,557	-23,090.26	.00	.00	-45,466.74	33.7%
71100 Regular Instruction Program							
539900 Other Contracted Services	35,000	21,500	2,356.00	.00	19,144.00	.00	100.0%
542900 Instructional Supplies & Mat	10,000	15,234	15,163.37	.00	.00	70.63	99.5%
572200 Regular Instruction Equipment	6,923	29,423	8,942.00	.00	.00	20,481.00	30.4%
TOTAL Regular Instruction Program	51,923	66,157	26,461.37	.00	19,144.00	20,551.63	68.9%
72210 Regular Instruction Program							
552400 In Service/Staff Development	5,000	2,400	2,095.00	100.00	150.00	155.00	93.5%
TOTAL Regular Instruction Program	5,000	2,400	2,095.00	100.00	150.00	155.00	93.5%
TOTAL Title 1A Neglected	0	0	5,466.11	100.00	19,294.00	-24,760.11	100.0%

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
115 District Priority SIG							
00000 No Function							
471410 Title1GrantsToLocalEdAgen	-1,054,855	-1,073,183	-492,659.02	.00	.00	-580,523.98	45.9%
TOTAL No Function	-1,054,855	-1,073,183	-492,659.02	.00	.00	-580,523.98	45.9%
71100 Regular Instruction Program							
511600 Teachers	220,000	170,000	95,827.80	12,626.24	.00	74,172.20	56.4%
516300 Educational Assistants	110,000	98,030	52,831.57	7,813.68	.00	45,198.43	53.9%
518800 Bonus Payments	156,600	0	.00	.00	.00	.00	.0%
520100 Social Security	37,225	20,495	10,983.44	1,489.00	.00	9,511.56	53.6%
520400 Pensions	42,765	20,860	10,153.56	1,336.43	.00	10,706.44	48.7%
520600 Life Insurance	900	600	274.79	42.08	.00	325.21	45.8%
520700 Medical Insurance	30,000	20,000	4,542.00	970.00	.00	15,458.00	22.7%
520800 Dental Insurance	1,700	1,200	720.00	127.68	.00	480.00	60.0%
521100 Local Retirement	12,985	11,485	1,599.72	208.31	.00	9,885.28	13.9%
542900 Instructional Supplies & Mat	0	13,300	.00	.00	.00	13,300.00	.0%
572200 Regular Instruction Equipment	2,100	370,180	206,279.80	.00	.00	163,900.20	55.7%
TOTAL Regular Instruction Program	614,275	726,150	383,212.68	24,613.42	.00	342,937.32	52.8%
72130 Other Student Support							
518900 Other Salaries and Wages	34,440	34,440	13,612.00	3,362.00	.00	20,828.00	39.5%
520100 Social Security	500	500	197.42	48.76	.00	302.58	39.5%
539900 Other Contracted Services	240,000	210,500	114,500.00	.00	125,500.00	-29,500.00	114.0%
TOTAL Other Student Support	274,940	245,440	128,309.42	3,410.76	125,500.00	-8,369.42	103.4%
72210 Regular Instruction Program							
516300 Educational Assistants	36,000	33,000	16,621.74	2,541.91	.00	16,378.26	50.4%

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
518900 Other Salaries and wages	98,995	54,200	23,370.50	6,622.00	.00	30,829.50	43.1%
520100 Social Security	6,967	3,967	1,587.85	288.94	.00	2,379.15	40.0%
520400 Pensions	3,580	235	.00	.00	.00	235.00	.0%
520600 Life Insurance	300	100	29.84	4.96	.00	70.16	29.8%
520700 Medical Insurance	12,000	4,403	403.00	.00	.00	4,000.00	9.2%
520800 Dental Insurance	700	450	86.88	10.86	.00	363.12	19.3%
521100 Local Retirement	7,098	5,238	631.65	101.69	.00	4,606.35	12.1%
TOTAL Regular Instruction Program	165,640	101,593	42,731.46	9,570.36	.00	58,861.54	42.1%
TOTAL District Priority SIG	0	0	61,594.54	37,594.54	125,500.00	-187,094.54	100.0%

125 Title 1D Delinquent

00000 No Function

471410 Title1GrantsToLocalEdAgen	-53,004	-70,271	-41,396.21	.00	.00	-28,874.79	58.9%
TOTAL No Function	-53,004	-70,271	-41,396.21	.00	.00	-28,874.79	58.9%

71100 Regular Instruction Program

539900 Other Contracted Services	26,000	26,000	11,210.40	1,623.28	14,789.60	.00	100.0%
542900 Instructional Supplies & Mat	18,504	23,921	13,432.09	766.36	7,891.73	2,597.18	89.1%
572200 Regular Instruction Equipment	5,500	19,850	19,388.92	123.52	415.06	46.02	99.8%
TOTAL Regular Instruction Program	50,004	69,771	44,031.41	2,513.16	23,096.39	2,643.20	96.2%

72210 Regular Instruction Program

552400 In Service/Staff Development	3,000	500	.00	.00	.00	500.00	.0%
TOTAL Regular Instruction Program	3,000	500	.00	.00	.00	500.00	.0%
TOTAL Title 1D Delinquent	0	0	2,635.20	2,513.16	23,096.39	-25,731.59	100.0%

130 ATSI Grant 2018

00000 No Function

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
471410 Title1GrantsToLocalEdAgen	-24,400	-33,035	.00	.00	.00	-33,035.00	.0%
TOTAL No Function	-24,400	-33,035	.00	.00	.00	-33,035.00	.0%
72130 Other Student Support							
539900 Other Contracted Services	0	33,035	33,034.35	.00	.00	.65	100.0%
TOTAL Other Student Support	0	33,035	33,034.35	.00	.00	.65	100.0%
72210 Regular Instruction Program							
552400 In Service/Staff Development	24,400	0	.00	.00	.00	.00	.0%
TOTAL Regular Instruction Program	24,400	0	.00	.00	.00	.00	.0%
TOTAL ATSI Grant 2018	0	0	33,034.35	.00	.00	-33,034.35	100.0%
171 ATSI Grant 2019							
00000 No Function							
471410 Title1GrantsToLocalEdAgen	-10,300	-16,936	-16,935.46	.00	.00	-.54	100.0%
TOTAL No Function	-10,300	-16,936	-16,935.46	.00	.00	-.54	100.0%
71100 Regular Instruction Program							
518900 Other Salaries and Wages	7,000	0	.00	.00	.00	.00	.0%
520100 Social Security	536	0	.00	.00	.00	.00	.0%
520400 Pensions	764	0	.00	.00	.00	.00	.0%
572200 Regular Instruction Equipment	1,000	16,936	16,935.46	.00	.00	.54	100.0%
TOTAL Regular Instruction Program	9,300	16,936	16,935.46	.00	.00	.54	100.0%
72710 Transportation							

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
531500 Contracts with vehicle Owners	1,000	0	.00	.00	.00	.00	.0%
TOTAL Transportation	1,000	0	.00	.00	.00	.00	.0%
TOTAL ATSI Grant 2019	0	0	.00	.00	.00	.00	.0%
172 Principal Priority Leader Ince							
00000 No Function							
471410 Title I Grants To Local Ed Agen	0	-46,704	.00	.00	.00	-46,704.00	.0%
TOTAL No Function	0	-46,704	.00	.00	.00	-46,704.00	.0%
72410 Office of the Principal							
518800 Bonus Payments	0	39,600	.00	.00	.00	39,600.00	.0%
520100 Social Security	0	3,030	.00	.00	.00	3,030.00	.0%
520400 Pensions	0	4,074	.00	.00	.00	4,074.00	.0%
TOTAL Office of the Principal	0	46,704	.00	.00	.00	46,704.00	.0%
TOTAL Principal Priority Leader I	0	0	.00	.00	.00	.00	.0%
201 Title II - A							
00000 No Function							
471890 Eisenhower Prof Develop St Grants	-604,280	-890,778	-57,291.61	.00	.00	-833,486.39	6.4%
TOTAL No Function	-604,280	-890,778	-57,291.61	.00	.00	-833,486.39	6.4%
71100 Regular Instruction Program							

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
519500 Certified Substitute Teachers	5,000	5,000	.00	.00	.00	5,000.00	.0%
519800 Non-Certified Sub Teachers	5,000	5,000	.00	.00	.00	5,000.00	.0%
520100 Social Security	766	766	.00	.00	.00	766.00	.0%
TOTAL Regular Instruction Program	10,766	10,766	.00	.00	.00	10,766.00	.0%
72130 Other Student Support							
532200 Evaluation And Testing	1,500	3,000	240.00	.00	.00	2,760.00	8.0%
TOTAL Other Student Support	1,500	3,000	240.00	.00	.00	2,760.00	8.0%
72210 Regular Instruction Program							
518900 Other Salaries and Wages	258,500	428,304	41,462.60	11,325.10	.00	386,841.40	9.7%
520100 Social Security	19,800	32,770	3,084.11	810.42	.00	29,685.89	9.4%
520400 Pensions	24,500	43,990	3,839.80	975.84	.00	40,150.20	8.7%
520600 Life Insurance	350	300	23.84	23.84	.00	276.16	7.9%
520700 Medical Insurance	9,000	20,000	970.00	970.00	.00	19,030.00	4.9%
520800 Dental Insurance	368	706	38.94	38.94	.00	667.06	5.5%
521100 Local Retirement	600	600	.00	.00	.00	600.00	.0%
549900 Other Supplies and Materials	15,000	15,000	249.65	.00	2,625.00	12,125.35	19.2%
552400 In Service/Staff Development	258,896	330,342	32,721.03	1,275.00	75,187.50	222,433.47	32.7%
579000 Other Equipment	5,000	5,000	.00	.00	.00	5,000.00	.0%
TOTAL Regular Instruction Program	592,014	877,012	82,389.97	15,419.14	77,812.50	716,809.53	18.3%
TOTAL Title II - A	0	0	25,338.36	15,419.14	77,812.50	-103,150.86	100.0%
301 Title III							
00000 No Function							
471460 EnglishLanguageAcquisitGrants	-58,965	-92,354	.00	.00	.00	-92,354.00	.0%
TOTAL No Function	-58,965	-92,354	.00	.00	.00	-92,354.00	.0%
71100 Regular Instruction Program							

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
518900 Other Salaries and Wages	27,000	27,000	.00	.00	.00	27,000.00	.0%
520100 Social Security	2,066	2,066	.00	.00	.00	2,066.00	.0%
520400 Pensions	2,875	2,875	.00	.00	.00	2,875.00	.0%
542900 Instructional Supplies & Mat	3,972	17,361	958.28	.00	.00	16,402.72	5.5%
572200 Regular Instruction Equipment	1,500	21,500	16,488.00	.00	.00	5,012.00	76.7%
TOTAL Regular Instruction Program	37,413	70,802	17,446.28	.00	.00	53,355.72	24.6%
72130 Other Student Support							
518900 Other Salaries and Wages	9,350	9,350	.00	.00	.00	9,350.00	.0%
520100 Social Security	716	716	.00	.00	.00	716.00	.0%
520400 Pensions	994	994	.00	.00	.00	994.00	.0%
535500 Travel	1,000	1,000	.00	.00	.00	1,000.00	.0%
549900 Other Supplies and Materials	1,500	1,500	.00	.00	.00	1,500.00	.0%
TOTAL Other Student Support	13,560	13,560	.00	.00	.00	13,560.00	.0%
72210 Regular Instruction Program							
552400 In Service/Staff Development	5,000	5,000	-252.90	.00	.00	5,252.90	-5.1%
TOTAL Regular Instruction Program	5,000	5,000	-252.90	.00	.00	5,252.90	-5.1%
72710 Transportation							
531500 Contracts with Vehicle Owners	2,992	2,992	.00	.00	.00	2,992.00	.0%
TOTAL Transportation	2,992	2,992	.00	.00	.00	2,992.00	.0%
TOTAL Title III	0	0	17,193.38	.00	.00	-17,193.38	100.0%
431 21st Century CLC							
00000 No Function							

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
471470 Safe&Drug-freeSchools-StGrant	-163,500	-220,890	-34,352.77	.00	.00	-186,537.23	15.6%
TOTAL No Function	-163,500	-220,890	-34,352.77	.00	.00	-186,537.23	15.6%
73300 Community Services							
510500 Supervisor/Director	10,000	10,000	5,212.50	1,250.00	.00	4,787.50	52.1%
518900 Other Salaries and Wages	96,280	113,500	28,916.25	7,101.25	.00	84,583.75	25.5%
520100 Social Security	8,130	9,448	2,594.50	634.79	.00	6,853.50	27.5%
520400 Pensions	10,932	12,880	3,110.30	739.85	.00	9,769.70	24.1%
521100 Local Retirement	406	500	51.00	11.25	.00	449.00	10.2%
539900 Other Contracted Services	28,000	20,000	.00	.00	.00	20,000.00	.0%
542200 Food Supplies	0	10,000	.00	.00	.00	10,000.00	.0%
542900 Instructional Supplies & Mat	7,352	33,962	15,827.60	.00	389.56	17,744.84	47.8%
547100 Software	0	10,000	.00	.00	.00	10,000.00	.0%
552400 In Service/Staff Development	1,000	0	.00	.00	.00	.00	.0%
559900 Other Charges	1,400	600	.00	.00	.00	600.00	.0%
TOTAL Community Services	163,500	220,890	55,712.15	9,737.14	389.56	164,788.29	25.4%
TOTAL 21st Century CLC	0	0	21,359.38	9,737.14	389.56	-21,748.94	100.0%
440 Title IV SSAE							
00000 No Function							
475900 Other Federal Through State	-363,905	-422,133	-181,881.32	.00	.00	-240,251.68	43.1%
TOTAL No Function	-363,905	-422,133	-181,881.32	.00	.00	-240,251.68	43.1%
71100 Regular Instruction Program							
511600 Teachers	122,000	122,000	80,751.50	14,105.00	.00	41,248.50	66.2%
518900 Other Salaries and Wages	0	0	1,373.50	.00	.00	-1,373.50	100.0%
520100 Social Security	1,800	1,800	1,190.81	204.51	.00	609.19	66.2%
553500 Fee Waivers	2,143	2,143	.00	.00	.00	2,143.00	.0%
TOTAL Regular Instruction Program	125,943	125,943	83,315.81	14,309.51	.00	42,627.19	66.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
72120 Health Services							
518900 Other Salaries and Wages	0	25,000	2,514.73	1,701.49	.00	22,485.27	10.1%
520100 Social Security	0	1,913	164.57	102.36	.00	1,748.43	8.6%
520400 Pensions	0	0	176.53	119.44	.00	-176.53	100.0%
520600 Life Insurance	0	45	5.04	3.36	.00	39.96	11.2%
520700 Medical Insurance	0	10,000	846.00	846.00	.00	9,154.00	8.5%
520800 Dental Insurance	0	300	.00	.00	.00	300.00	.0%
521100 Local Retirement	0	2,568	.00	.00	.00	2,568.00	.0%
549900 Other Supplies and Materials	0	8,000	.00	.00	.00	8,000.00	.0%
579000 Other Equipment	0	9,425	1,395.00	.00	8,030.00	.00	100.0%
TOTAL Health Services	0	57,251	5,101.87	2,772.65	8,030.00	44,119.13	22.9%
72130 Other Student Support							
518900 Other Salaries and Wages	136,500	136,500	71,936.65	5,374.62	.00	64,563.35	52.7%
520100 Social Security	10,450	10,450	5,340.17	391.82	.00	5,109.83	51.1%
520400 Pensions	14,515	14,515	7,306.65	551.98	.00	7,208.35	50.3%
520600 Life Insurance	300	300	78.40	11.20	.00	221.60	26.1%
520700 Medical Insurance	8,000	8,000	2,895.00	421.00	.00	5,105.00	36.2%
520800 Dental Insurance	385	385	196.56	28.08	.00	188.44	51.1%
535500 Travel	1,741	1,741	804.17	.00	.00	936.83	46.2%
549900 Other Supplies and Materials	21,000	21,977	21,398.75	.00	.00	578.25	97.4%
552400 In Service/Staff Development	2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL Other Student Support	195,391	196,368	109,956.35	6,778.70	.00	86,411.65	56.0%
72210 Regular Instruction Program							
518900 Other Salaries and Wages	39,000	39,000	9,754.25	1,189.00	.00	29,245.75	25.0%
520100 Social Security	752	752	244.33	17.24	.00	507.67	32.5%
520400 Pensions	319	319	158.68	.00	.00	160.32	49.7%
552400 In Service/Staff Development	2,500	2,500	.00	.00	.00	2,500.00	.0%
TOTAL Regular Instruction Program	42,571	42,571	10,157.26	1,206.24	.00	32,413.74	23.9%
TOTAL Title IV SSAE	0	0	26,649.97	25,067.10	8,030.00	-34,679.97	100.0%
701 TitleIXMcKinneyVentoHomeless							

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	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
00000 No Function							
471490 Education For HomelessChildre	-50,000	-91,442	-49,634.63	.00	.00	-41,807.37	54.3%
TOTAL No Function	-50,000	-91,442	-49,634.63	.00	.00	-41,807.37	54.3%
71100 Regular Instruction Program							
518900 Other Salaries and Wages	20,000	20,000	1,612.50	418.75	.00	18,387.50	8.1%
520100 Social Security	1,530	1,530	122.30	31.70	.00	1,407.70	8.0%
520400 Pensions	2,126	2,054	165.59	43.00	.00	1,888.41	8.1%
549900 Other Supplies and Materials	5,000	10,000	4,998.17	.00	.00	5,001.83	50.0%
572200 Regular Instruction Equipment	0	42,678	41,954.86	.00	.00	723.14	98.3%
TOTAL Regular Instruction Program	28,656	76,262	48,853.42	493.45	.00	27,408.58	64.1%
72120 Health Services							
559900 Other Charges	0	500	.00	.00	500.00	.00	100.0%
TOTAL Health Services	0	500	.00	.00	500.00	.00	100.0%
72130 Other Student Support							
518900 Other Salaries and Wages	0	1,000	.00	.00	.00	1,000.00	.0%
520100 Social Security	0	77	.00	.00	.00	77.00	.0%
520400 Pensions	0	103	.00	.00	.00	103.00	.0%
535500 Travel	400	1,000	158.88	24.44	.00	841.12	15.9%
549900 Other Supplies and Materials	500	500	381.50	.00	.00	118.50	76.3%
559900 Other Charges	500	0	.00	.00	.00	.00	.0%
TOTAL Other Student Support	1,400	2,680	540.38	24.44	.00	2,139.62	20.2%
72210 Regular Instruction Program							

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552400 In Service/Staff Development	3,000	2,000	774.00	.00	.00	1,226.00	38.7%
TOTAL Regular Instruction Program	3,000	2,000	774.00	.00	.00	1,226.00	38.7%
72710 Transportation							
531500 Contracts with Vehicle Owners	16,944	10,000	.00	.00	.00	10,000.00	.0%
TOTAL Transportation	16,944	10,000	.00	.00	.00	10,000.00	.0%
TOTAL TitleIXMcKinneyVentoHomeles	0	0	533.17	517.89	500.00	-1,033.17	100.0%
801 Carl Perkins							
00000 No Function							
471310 VocEduc-BasicGrantsToStates	-285,652	-313,745	-114,728.56	.00	.00	-199,016.44	36.6%
TOTAL No Function	-285,652	-313,745	-114,728.56	.00	.00	-199,016.44	36.6%
71300 Vocational Education Program							
516300 Educational Assistants	17,600	18,200	10,645.09	1,418.11	.00	7,554.91	58.5%
518900 Other Salaries and Wages	45,000	45,300	29,701.80	3,460.80	.00	15,598.20	65.6%
520100 Social Security	4,000	3,800	2,424.92	288.25	.00	1,375.08	63.8%
520400 Pensions	5,200	5,245	3,439.46	400.76	.00	1,805.54	65.6%
520600 Life Insurance	150	130	76.64	9.92	.00	53.36	59.0%
520700 Medical Insurance	16,000	15,250	9,675.00	1,286.00	.00	5,575.00	63.4%
520800 Dental Insurance	500	470	300.66	38.94	.00	169.34	64.0%
521100 Local Retirement	800	730	425.85	56.73	.00	304.15	58.3%
542900 Instructional Supplies & Mat	0	15,000	3,350.37	2,001.21	3,024.36	8,625.27	42.5%
549900 Other Supplies and Materials	1,765	11,765	3,673.36	.00	2,817.75	5,273.89	55.2%
573000 Vocational Instruct Equipment	140,637	173,863	59,180.54	2,212.41	39,047.36	75,635.10	56.5%
TOTAL Vocational Education Progra	231,652	289,753	122,893.69	11,173.13	44,889.47	121,969.84	57.9%
72130 Other Student Support							

Madison County

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
535500 Travel	25,000	5,252	.00	.00	.00	5,252.00	.0%
552400 In Service/Staff Development	22,500	12,139	8.00	.00	1,000.00	11,131.00	8.3%
TOTAL Other Student Support	47,500	17,391	8.00	.00	1,000.00	16,383.00	5.8%
72230 Vocational Education Program							
539900 Other Contracted Services	6,500	0	.00	.00	.00	.00	.0%
552400 In Service/Staff Development	0	3,601	.00	.00	.00	3,601.00	.0%
559900 Other Charges	0	3,000	3,000.00	.00	.00	.00	100.0%
TOTAL Vocational Education Progra	6,500	6,601	3,000.00	.00	.00	3,601.00	45.4%
TOTAL Carl Perkins	0	0	11,173.13	11,173.13	45,889.47	-57,062.60	100.0%
893 IDEA Innovation Grant							
00000 No Function							
471430 SPED-Grants To States	0	-20,000	-2,000.00	.00	.00	-18,000.00	10.0%
TOTAL No Function	0	-20,000	-2,000.00	.00	.00	-18,000.00	10.0%
71200 Special Education Program							
542900 Instructional Supplies & Mat	0	4,340	2,000.00	.00	.00	2,340.00	46.1%
572500 Special Education Equipment	0	14,375	.00	.00	.00	14,375.00	.0%
TOTAL Special Education Program	0	18,715	2,000.00	.00	.00	16,715.00	10.7%
72220 Special Education Program							
552400 In Service/Staff Development	0	1,285	.00	.00	.00	1,285.00	.0%
TOTAL Special Education Program	0	1,285	.00	.00	.00	1,285.00	.0%
TOTAL IDEA Innovation Grant	0	0	.00	.00	.00	.00	.0%

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
894 IDEAPartnershipIncentiveFunds							
00000 No Function							
471430 SPED-Grants To States	0	-10,000	.00	.00	.00	-10,000.00	.0%
TOTAL No Function	0	-10,000	.00	.00	.00	-10,000.00	.0%
71200 Special Education Program							
542900 Instructional Supplies & Mat	0	10,000	.00	.00	.00	10,000.00	.0%
TOTAL Special Education Program	0	10,000	.00	.00	.00	10,000.00	.0%
TOTAL IDEAPartnershipIncentiveFun	0	0	.00	.00	.00	.00	.0%
902 IDEA Part B							
00000 No Function							
471430 SPED-Grants To States	-3,339,985	-3,893,320	-1,490,780.39	.00	.00	-2,402,539.61	38.3%
TOTAL No Function	-3,339,985	-3,893,320	-1,490,780.39	.00	.00	-2,402,539.61	38.3%
71200 Special Education Program							
511600 Teachers	60,000	103,750	7,528.24	2,127.70	.00	96,221.76	7.3%
516300 Educational Assistants	1,610,022	1,800,000	958,615.25	117,384.63	.00	841,384.75	53.3%
517100 Speech Pathologists	102,000	102,000	66,099.48	9,848.63	.00	35,900.52	64.8%
519500 Certified Substitute Teachers	1,000	1,000	.00	.00	.00	1,000.00	.0%
519800 Non-Certified Sub Teachers	500	500	.00	.00	.00	500.00	.0%
520100 Social Security	145,000	181,973	70,516.13	8,553.80	.00	111,456.87	38.8%
520400 Pensions	70,000	80,765	42,728.00	5,192.66	.00	38,037.00	52.9%
520600 Life Insurance	4,100	4,100	1,725.24	233.13	.00	2,374.76	42.1%

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
520700 Medical Insurance	235,000	235,000	124,141.98	20,396.21	.00	110,858.02	52.8%
520800 Dental Insurance	13,000	13,000	6,814.82	1,010.65	.00	6,185.18	52.4%
521100 Local Retirement	36,000	48,000	24,840.33	2,947.83	.00	23,159.67	51.8%
531200 Contracts with PrivateAgencie	35,000	60,000	.00	.00	.00	60,000.00	.0%
539900 Other Contracted Services	30,000	30,000	.00	.00	.00	30,000.00	.0%
542900 Instructional Supplies & Mat	23,374	46,023	.00	.00	2,984.00	43,039.00	6.5%
549900 Other Supplies and Materials	11,225	31,225	.00	.00	.00	31,225.00	.0%
572500 Special Education Equipment	5,500	110,500	.00	.00	.00	110,500.00	.0%
TOTAL Special Education Program	2,381,721	2,847,836	1,303,009.47	167,695.24	2,984.00	1,541,842.53	45.9%
72120 Health Services							
513100 Medical Personnel	195,266	195,266	104,103.59	11,566.44	.00	91,162.41	53.3%
520100 Social Security	14,830	14,830	7,636.17	833.60	.00	7,193.83	51.5%
520400 Pensions	17,164	17,164	5,054.56	684.41	.00	12,109.44	29.4%
520600 Life Insurance	400	400	150.08	14.72	.00	249.92	37.5%
520700 Medical Insurance	14,000	14,000	3,771.00	549.00	.00	10,229.00	26.9%
520800 Dental Insurance	1,000	1,000	196.56	28.08	.00	803.44	19.7%
521100 Local Retirement	4,000	4,000	2,473.05	94.05	.00	1,526.95	61.8%
TOTAL Health Services	246,660	246,660	123,385.01	13,770.30	.00	123,274.99	50.0%
72220 Special Education Program							
513500 Assessment Personnel	95,984	110,984	57,098.70	7,401.31	.00	53,885.30	51.4%
516100 Secretary(s)	38,464	38,464	23,240.10	2,700.60	.00	15,223.90	60.4%
518900 Other Salaries and Wages	234,963	239,963	129,395.90	12,639.70	.00	110,567.10	53.9%
519600 In-Service Training	10,000	0	.00	.00	.00	.00	.0%
520100 Social Security	27,746	31,189	13,613.40	1,386.70	.00	17,575.60	43.6%
520400 Pensions	36,452	40,862	13,806.92	1,337.61	.00	27,055.08	33.8%
520600 Life Insurance	450	450	304.66	42.70	.00	145.34	67.7%
520700 Medical Insurance	58,178	58,178	20,489.00	2,979.00	.00	37,689.00	35.2%
520800 Dental Insurance	2,125	2,125	786.10	112.30	.00	1,338.90	37.0%
521100 Local Retirement	3,500	3,500	1,740.08	249.80	.00	1,759.92	49.7%
535500 Travel	2,000	2,000	-31.16	.00	.00	2,031.16	-1.6%
539900 Other Contracted Services	15,000	15,000	1,072.50	110.00	1,262.50	12,665.00	15.6%
549900 Other Supplies and Materials	15,000	15,000	.00	.00	.00	15,000.00	.0%
552400 In Service/Staff Development	0	25,912	.00	.00	.00	25,912.00	.0%
TOTAL Special Education Program	539,862	583,627	261,516.20	28,959.72	1,262.50	320,848.30	45.0%

Madison County

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
99100 Transfers Out							
559000 Transfers To Other Funds	171,742	215,197	20,039.56	.00	.00	195,157.44	9.3%
TOTAL Transfers Out	171,742	215,197	20,039.56	.00	.00	195,157.44	9.3%
TOTAL IDEA Part B	0	0	217,169.85	210,425.26	4,246.50	-221,416.35	100.0%
905 CC Early Intervening Services							
00000 No Function							
471430 SPED-Grants To States	-387,360	-490,760	-138,991.79	.00	.00	-351,768.21	28.3%
471450 SPED-Preschool Grants	-10,980	-13,047	.00	.00	.00	-13,047.00	.0%
TOTAL No Function	-398,340	-503,807	-138,991.79	.00	.00	-364,815.21	27.6%
71200 Special Education Program							
539900 Other Contracted Services	5,980	0	.00	.00	.00	.00	.0%
542900 Instructional Supplies & Mat	45,000	44,651	.00	.00	.00	44,651.00	.0%
TOTAL Special Education Program	50,980	44,651	.00	.00	.00	44,651.00	.0%
72220 Special Education Program							
513500 Assessment Personnel	149,016	149,016	79,475.44	11,116.36	.00	69,540.56	53.3%
518900 Other Salaries and Wages	56,900	56,900	14,875.10	4,168.60	.00	42,024.90	26.1%
519600 In-Service Training	35,000	80,000	.00	.00	.00	80,000.00	.0%
520100 Social Security	18,547	18,547	6,982.83	1,132.20	.00	11,564.17	37.6%
520400 Pensions	15,000	15,000	.00	.00	.00	15,000.00	.0%
520600 Life Insurance	500	500	158.20	27.52	.00	341.80	31.6%
520700 Medical Insurance	17,947	17,947	5,615.00	837.00	.00	12,332.00	31.3%
520800 Dental Insurance	950	950	416.40	71.52	.00	533.60	43.8%
521100 Local Retirement	5,000	5,000	2,941.25	353.93	.00	2,058.75	58.8%

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
535500 Travel	1,500	1,500	.00	.00	.00	1,500.00	.0%
539900 Other Contracted Services	0	8,396	.00	.00	.00	8,396.00	.0%
549900 Other Supplies and Materials	42,000	42,000	39,500.00	.00	.00	2,500.00	94.0%
552400 In Service/Staff Development	0	35,400	.00	.00	.00	35,400.00	.0%
579000 Other Equipment	5,000	28,000	877.11	877.11	3,382.89	23,740.00	15.2%
TOTAL Special Education Program	347,360	459,156	150,841.33	18,584.24	3,382.89	304,931.78	33.6%
TOTAL CC Early Intervening Servic	0	0	11,849.54	18,584.24	3,382.89	-15,232.43	100.0%
914 IDEA Preschool							
00000 No Function							
471450 SPED-Preschool Grants	-62,222	-81,963	-17,792.43	.00	.00	-64,170.57	21.7%
TOTAL No Function	-62,222	-81,963	-17,792.43	.00	.00	-64,170.57	21.7%
71200 Special Education Program							
516300 Educational Assistants	44,000	44,000	17,843.69	2,649.73	.00	26,156.31	40.6%
520100 Social Security	3,366	3,566	1,361.91	201.67	.00	2,204.09	38.2%
520400 Pensions	3,532	3,332	1,370.18	158.18	.00	1,961.82	41.1%
520600 Life Insurance	200	200	32.00	5.28	.00	168.00	16.0%
520700 Medical Insurance	4,800	4,800	.00	.00	.00	4,800.00	.0%
520800 Dental Insurance	200	200	10.86	.00	.00	189.14	5.4%
521100 Local Retirement	1,000	1,000	240.45	51.35	.00	759.55	24.0%
542900 Instructional Supplies & Mat	5,124	5,473	.00	.00	.00	5,473.00	.0%
549900 Other Supplies and Materials	0	1,742	.00	.00	.00	1,742.00	.0%
572500 Special Education Equipment	0	17,650	.00	.00	.00	17,650.00	.0%
TOTAL Special Education Program	62,222	81,963	20,859.09	3,066.21	.00	61,103.91	25.4%
TOTAL IDEA Preschool	0	0	3,066.66	3,066.21	.00	-3,066.66	100.0%
931 COVID-19 Grant-ESSER							
00000 No Function							

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
473010 COVID-19 Grant-Schools	-3,897,423	-3,897,423	-3,543,912.34	.00	.00	-353,510.66	90.9%
TOTAL No Function	-3,897,423	-3,897,423	-3,543,912.34	.00	.00	-353,510.66	90.9%
71100 Regular Instruction Program							
521000 Unemployment Compensation	100,000	125,741	96,760.84	.00	.00	28,980.16	77.0%
539900 Other Contracted Services	60,000	0	.00	.00	.00	.00	.0%
542900 Instructional Supplies & Mat	0	2,226	1,618.80	.00	.00	607.20	72.7%
547100 Software	75,000	501,246	501,196.84	.00	.00	49.16	100.0%
572200 Regular Instruction Equipment	2,981,423	2,967,388	2,666,873.76	.00	64,820.81	235,693.43	92.1%
TOTAL Regular Instruction Program	3,216,423	3,596,601	3,266,450.24	.00	64,820.81	265,329.95	92.6%
71200 Special Education Program							
542900 Instructional Supplies & Mat	0	3,276	3,276.00	.00	.00	.00	100.0%
TOTAL Special Education Program	0	3,276	3,276.00	.00	.00	.00	100.0%
72120 Health Services							
513100 Medical Personnel	0	10,000	.00	.00	.00	10,000.00	.0%
520100 Social Security	0	763	.00	.00	.00	763.00	.0%
520400 Pensions	0	1,158	.00	.00	.00	1,158.00	.0%
549900 Other Supplies and Materials	0	9,791	8,926.96	.00	.00	864.04	91.2%
573500 Health Equipment	150,000	136,674	136,673.89	517.50	.00	.11	100.0%
TOTAL Health Services	150,000	158,386	145,600.85	517.50	.00	12,785.15	91.9%
72130 Other Student Support							
549900 Other Supplies and Materials	0	32,400	32,400.00	.00	.00	.00	100.0%
TOTAL Other Student Support	0	32,400	32,400.00	.00	.00	.00	100.0%
72210 Regular Instruction Program							

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
518900 Other Salaries and Wages	140,000	35,000	19,544.10	3,070.90	.00	15,455.90	55.8%
520100 Social Security	8,600	510	283.39	44.52	.00	226.61	55.6%
520400 Pensions	10,900	0	.00	.00	.00	.00	.0%
552400 In Service/Staff Development	40,000	38,500	38,500.00	.00	.00	.00	100.0%
TOTAL Regular Instruction Program	199,500	74,010	58,327.49	3,115.42	.00	15,682.51	78.8%
72610 Operation of Plant							
549900 Other Supplies and Materials	300,000	4,611	4,610.65	.00	.00	.35	100.0%
572000 Plant Operation Equipment	0	19,209	3,999.00	.00	.00	15,210.00	20.8%
TOTAL Operation of Plant	300,000	23,820	8,609.65	.00	.00	15,210.35	36.1%
72620 Maintenance of Plant							
518900 Other Salaries and Wages	0	8,000	.00	.00	.00	8,000.00	.0%
520100 Social Security	0	610	.00	.00	.00	610.00	.0%
521100 Local Retirement	0	320	.00	.00	.00	320.00	.0%
TOTAL Maintenance of Plant	0	8,930	.00	.00	.00	8,930.00	.0%
99100 Transfers Out							
550400 Indirect Cost	31,500	0	.00	.00	.00	.00	.0%
TOTAL Transfers Out	31,500	0	.00	.00	.00	.00	.0%
TOTAL COVID-19 Grant-ESSER	0	0	-29,248.11	3,632.92	64,820.81	-35,572.70	100.0%
932 COVID-19 Grant-LEA Reopening							
00000 No Function							
473010 COVID-19 Grant-Schools	0	-125,000	-45,345.66	.00	.00	-79,654.34	36.3%
TOTAL No Function	0	-125,000	-45,345.66	.00	.00	-79,654.34	36.3%

YEAR-TO-DATE BUDGET REPORT FUND 142

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
71100 Regular Instruction Program							
542900 Instructional Supplies & Mat	0	62,500	62,500.00	.00	.00	.00	100.0%
543000 Textbooks - Electronic	0	800	749.10	.00	.00	50.90	93.6%
544900 Textbooks	0	1,905	1,891.56	.00	.00	13.44	99.3%
547100 Software	0	16,550	16,550.00	.00	.00	.00	100.0%
572200 Regular Instruction Equipment	0	43,245	42,705.00	.00	.00	540.00	98.8%
TOTAL Regular Instruction Program	0	125,000	124,395.66	.00	.00	604.34	99.5%
TOTAL COVID-19 Grant-LEA Reopenin	0	0	79,050.00	.00	.00	-79,050.00	100.0%
933 COVID-19 Grant-Tech Connect							
00000 No Function							
473010 COVID-19 Grant-Schools	0	-50,000	-61,830.88	.00	.00	11,830.88	123.7%
TOTAL No Function	0	-50,000	-61,830.88	.00	.00	11,830.88	123.7%
72250 Technology							
535000 Internet Connectivity	0	50,000	29,630.00	.00	.00	20,370.00	59.3%
TOTAL Technology	0	50,000	29,630.00	.00	.00	20,370.00	59.3%
TOTAL COVID-19 Grant-Tech Connect	0	0	-32,200.88	.00	.00	32,200.88	100.0%
999 Transfers from Other Funds							
00000 No Function							
498000 Transfers In	0	-2,500,000	-2,500,000.00	.00	.00	.00	100.0%
TOTAL No Function	0	-2,500,000	-2,500,000.00	.00	.00	.00	100.0%

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FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
99100 Transfers out							
559000 Transfers To Other Funds	0	2,500,000	2,500,000.00	.00	.00	.00	100.0%
TOTAL Transfers Out	0	2,500,000	2,500,000.00	.00	.00	.00	100.0%
TOTAL Transfers from Other Funds	0	0	.00	.00	.00	.00	.0%
TOTAL School Federal Projects	0	0	905,266.87	604,108.67	865,074.28	-1,770,341.15	100.0%
TOTAL REVENUES	-15,589,905	-20,315,050	-11,511,206.66	.00	.00	-8,803,843.34	
TOTAL EXPENSES	15,589,905	20,315,050	12,416,473.53	604,108.67	865,074.28	7,033,502.19	
GRAND TOTAL	0	0	905,266.87	604,108.67	865,074.28	-1,770,341.15	100.0%

** END OF REPORT - Generated by Kellar, Holly **

YEAR-TO-DATE BUDGET REPORT FUND 143

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
143 Central Cafeteria							
00000 No Function							
435220 Lunch Payments - Adults	-119,000	-119,000	-3,954.85	.00	.00	-115,045.15	3.3%
435250 A La Carte Sales	-90,000	-90,000	-95.15	.00	.00	-89,904.85	.1%
441100 Investment Income	-9,000	-9,000	-1,386.70	.00	.00	-7,613.30	15.4%
441800 Expenditure Credits	-20,000	-20,000	-22,765.48	.00	.00	2,765.48	113.8%
445300 Sale Of Equipment	-1,500	-1,500	.00	.00	.00	-1,500.00	.0%
465200 School Food Service	-71,000	-71,000	.00	.00	.00	-71,000.00	.0%
471110 USDA School Lunch Program	-5,133,000	-5,133,000	-1,150,898.40	.00	.00	-3,982,101.60	22.4%
471120 USDA Commodities	-550,000	-550,000	.00	.00	.00	-550,000.00	.0%
471130 Breakfast	-3,308,000	-3,308,000	-769,132.38	.00	.00	-2,538,867.62	23.3%
471140 USDA - Other	-250,000	-250,000	-126,403.80	.00	.00	-123,596.20	50.6%
479900 Other Direct Federal Revenue	0	0	-1,105.67	.00	.00	1,105.67	100.0%
TOTAL No Function	-9,551,500	-9,551,500	-2,075,742.43	.00	.00	-7,475,757.57	21.7%
73100 Food Services							
510500 Supervisor/Director	83,300	83,300	54,687.64	6,433.84	.00	28,612.36	65.7%
511900 Accountants/Bookkeepers	82,000	82,000	50,890.84	5,969.60	.00	31,109.16	62.1%
516500 Cafeteria Personnel	2,471,000	2,471,000	1,229,215.07	149,912.85	.00	1,241,784.93	49.7%
518800 Bonus Payments	33,350	33,350	35,997.50	.00	.00	-2,647.50	107.9%
518900 Other Salaries and Wages	235,000	235,000	111,346.62	13,013.10	.00	123,653.38	47.4%
520100 Social Security	212,500	212,500	107,908.71	12,597.17	.00	104,591.29	50.8%
520400 Pensions	183,000	183,000	92,459.49	11,267.39	.00	90,540.51	50.5%
520600 Life Insurance	5,400	5,400	2,563.25	341.74	.00	2,836.75	47.5%
520700 Medical Insurance	260,000	260,000	118,802.39	15,910.50	.00	141,197.61	45.7%
520800 Dental Insurance	19,500	19,500	9,348.47	1,189.65	.00	10,151.53	47.9%
521000 Unemployment Compensation	2,000	2,000	3,537.53	.00	.00	-1,537.53	176.9%
521100 Local Retirement	64,000	64,000	33,021.74	3,847.63	.00	30,978.26	51.6%
529900 Other Fringe Benefits	24,000	24,000	8,493.84	.00	.00	15,506.16	35.4%
530700 Communication	8,000	8,000	4,117.69	.00	3,382.31	500.00	93.8%
533600 Maint & Repair Serv-Equipment	115,000	115,000	30,178.27	1,997.35	17,173.96	67,647.77	41.2%
535400 Transportation-OthThanStudent	25,000	25,000	.00	.00	15,000.00	10,000.00	60.0%
535500 Travel	7,000	7,000	1,719.20	122.67	.00	5,280.80	24.6%
539900 Other Contracted Services	188,000	188,000	88,732.58	9,798.14	15,685.47	83,581.95	55.5%
542200 Food Supplies	4,240,000	4,240,000	1,435,818.37	236,405.66	750,611.79	2,053,569.84	51.6%

YEAR-TO-DATE BUDGET REPORT FUND 143

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
545100 Uniforms	20,000	20,000	.00	.00	5,000.00	15,000.00	25.0%
546900 USDA Commodities	550,000	550,000	.00	.00	.00	550,000.00	.0%
549900 Other Supplies and Materials	350,000	350,000	134,205.22	23,504.13	115,235.17	100,559.61	71.3%
551000 Trustee's Commission	1,000	1,000	515.00	.00	.00	485.00	51.5%
552400 In Service/Staff Development	35,000	35,000	281.00	.00	.00	34,719.00	.8%
571000 Food Service Equipment	150,000	150,000	.00	.00	.00	150,000.00	.0%
TOTAL Food Services	9,364,050	9,364,050	3,553,840.42	492,311.42	922,088.70	4,888,120.88	47.8%
TOTAL Central Cafeteria	-187,450	-187,450	1,478,097.99	492,311.42	922,088.70	-2,587,636.69	-1280.4%
TOTAL REVENUES	-9,551,500	-9,551,500	-2,075,742.43	.00	.00	-7,475,757.57	
TOTAL EXPENSES	9,364,050	9,364,050	3,553,840.42	492,311.42	922,088.70	4,888,120.88	
GRAND TOTAL	-187,450	-187,450	1,478,097.99	492,311.42	922,088.70	-2,587,636.69	-1280.4%

** END OF REPORT - Generated by Kellar, Holly **

YEAR-TO-DATE BUDGET REPORT FUND 177

FOR 2021 08

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
177 Education Capital Projects							
00000 No Function							
401100 Current Property Tax	-887,282	-887,282	-498,759.84	.00	.00	-388,522.16	56.2%
401200 Trustee's Collections - Pr Yr	-30,685	-30,685	-24,742.14	.00	.00	-5,942.86	80.6%
401250 Trustee's Collections-Bkrptcy	-3,342	-3,342	-189.39	.00	.00	-3,152.61	5.7%
401300 Clk & Master Collections-Pr Y	-15,144	-15,144	-16,996.44	.00	.00	1,852.44	112.2%
401400 Interest And Penalty	-8,328	-8,328	-3,799.70	.00	.00	-4,528.30	45.6%
401620 In Lieu Of Taxes - Utilities	-22,194	-22,194	-1,333.81	.00	.00	-20,860.19	6.0%
401630 In Lieu Of Taxes - Other	-44,632	-44,632	-100.15	.00	.00	-44,531.85	.2%
403200 Bank Excise Tax	-3,800	-3,800	.00	.00	.00	-3,800.00	.0%
469800 Other State Grants	-835,036	-835,036	-509,472.39	.00	.00	-325,563.61	61.0%
497000 Insurance Recovery	0	-2,970	-7,716.15	.00	.00	4,746.15	259.8%
TOTAL No Function	-1,850,443	-1,853,413	-1,063,110.01	.00	.00	-790,302.99	57.4%
91300 Education Capital Projects							
532100 Engineering Services	0	15,000	.00	.00	15,000.00	.00	100.0%
551000 Trustee's Commission	18,430	18,430	11,325.52	.00	.00	7,104.48	61.5%
570700 Building Improvements	916,148	904,118	290,866.19	135,672.50	585,132.36	28,119.45	96.9%
571800 Motor Vehicles	77,000	77,000	51,322.40	6,415.30	25,677.60	.00	100.0%
572200 Regular Instruction Equipment	30,000	30,000	.00	.00	.00	30,000.00	.0%
572900 Transportation Equipment	491,073	491,073	105,283.38	.00	383,839.10	1,950.52	99.6%
TOTAL Education Capital Projects	1,532,651	1,535,621	458,797.49	142,087.80	1,009,649.06	67,174.45	95.6%
TOTAL Education Capital Projects	-317,792	-317,792	-604,312.52	142,087.80	1,009,649.06	-723,128.54	-127.5%
TOTAL REVENUES	-1,850,443	-1,853,413	-1,063,110.01	.00	.00	-790,302.99	
TOTAL EXPENSES	1,532,651	1,535,621	458,797.49	142,087.80	1,009,649.06	67,174.45	
GRAND TOTAL	-317,792	-317,792	-604,312.52	142,087.80	1,009,649.06	-723,128.54	-127.5%

** END OF REPORT - Generated by Kellar, Holly **

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Personnel Goals	Descriptor Code: 5.100	Issued Date:
		Rescinds: 5.100	Issued: 05/10/01

1 The Board's personnel goals are as follows:

- 2 1. To ensure that the Director of Schools recruits and employs the best qualified individuals to
3 staff the school district;
- 4 2. To provide compensation, benefits, and working environments sufficient to attract and retain
5 qualified employees;
- 6 3. To provide an in-service training program for all employees to improve their performance;
- 7 4. To conduct an evaluation program that will contribute to the continuous improvement of staff
8 performance; and
- 9 5. To ensure that personnel are assigned so that they are utilized as effectively as possible.

Cross References

School District Goals 1.700

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Classification and Qualifications	Descriptor Code: 5.102	Issued Date:
		Rescinds: 5.102	Issued: 05/10/01

1 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

2 To be considered for certificated, administrative, or supervisory positions, the applicant shall show the
3 following qualifications:

- 4 1. Professional teaching certification; and
- 5 2. Administrative or supervisory certification and experience in accordance with state law and the
6 rules and regulations of the State Board of Education in the appropriate area based on the
7 minimum of a master's degree.

8 Non-certified administrative and supervisory personnel shall possess sufficient training and experience
9 to perform the services required and such additional qualifications as the Board and the Director of
10 Schools shall determine.

11 PROFESSIONAL PERSONNEL

12 The professional staff members are the personnel whose employment status requires certification in
13 accordance with the rules and regulations of the State Board of Education.

14 SUPPORT PERSONNEL

15 The support staff members are personnel whose regular employment does not require certification in
16 accordance with rules and regulations of the State Board of Education.

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Job Descriptions	Descriptor Code: 5.103	Issued Date:
		Rescinds: 5.103	Issued: 05/10/01

1 The Board shall approve the broad purpose and function of each position in accordance with state law
2 and the rules and regulations of the State Board of Education, approve a statement of duties as
3 recommended by the Director of Schools, and require the Director of Schools/designee to draft a job
4 description for each position.

5 A copy of each job description shall be provided to the employee and the immediate supervisor and
6 included in the employee's personnel record. Copies of all job descriptions shall be maintained in the
7 Director of Schools' office and shall be used as guides in annual employee evaluations.

Cross References

Supervision 5.108
Evaluation 5.109
Assignment/Transfer 5.115
Qualifications and Duties of the Director of Schools 5.802

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Equal Opportunity Employment	Descriptor Code: 5.104	Issued Date:
		Rescinds: 5.104	Issued: 05/10/01

- 1 Opportunity for employment, as well as continuation and advancement in employment, shall be
- 2 afforded equally to members of all races, creeds, colors, sex, religions, ages, national origins, and
- 3 individuals with disabilities or veteran status with regard only for qualifications for the positions
- 4 involved.¹

Legal References

1. U.S. Constitution, Amendment XIV; Title VII, Civil Rights Act of 1964; Title VI, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Age Discrimination Act of 1967; Section 504 of the Rehabilitation Act of 1973; 42 USCA § 12101-12213

Cross References

Section 504 and ADA Grievance Procedures 1.802
Recruitment of Employees 5.105
Discrimination/Harassment of Employees 5.500
Complaints and Grievances 5.501

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Recruitment of Employees	Descriptor Code: 5.105	Issued Date:
		Rescinds: 5.105	Issued: 09/15/19

- 1 The authorization of all school district positions rests with the Board while personnel decisions shall be
- 2 within the discretion of the Director of Schools.¹

- 3 The Director of Schools is responsible for the development of a program for the recruitment of
- 4 licensed personnel.

- 5 Identification of personnel needs shall be the responsibility of the Director of Schools, supervisors, and
- 6 building principals.

- 7 Vacancies shall be advertised locally and through [the Jackson-Madison County School System website](#)
- 8 **[insert other options]**. A deadline for receiving applications shall be established and disseminated
- 9 with the vacancy notice.

Legal References

1. TCA 49-2-301(b)(1)(EE); TCA 49-2-203(a)(1)

Cross References

- Equal Opportunity Employment 5.104
 Assignment/Transfer 5.115
 Staff Positions 5.116

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Orientation and Probation	Descriptor Code: 5.107	Issued Date:
		Rescinds: 5.107	Issued: 01/11/18

1 **ORIENTATION**

2 All new staff members, including administrative and supervisory personnel, to the school district shall
3 participate in an orientation program prior to the beginning of the academic school year.

4 **PROBATION OF SUPPORT PERSONNEL**

5 A probationary period is defined as the first ninety (90) days of employment for a new, non-licensed
6 employee or for a non-licensed employee who has been rehired following a break in service.

7 *Purpose*

8 The probationary period shall be used to allow the immediate supervisor to closely observe and evaluate
9 the employee and to encourage effective adjustment to the position.

10 *Evaluation*

11 Newly hired, non-licensed support personnel shall be evaluated once during the probationary period to
12 aid in improving the employee's performance.

13 *Conditions of Employment*

14 The following shall apply during the probationary period:

15 1. Probationary employees shall be allowed to accumulate sick leave and vacation days in
16 accordance with the appropriate board policies during the probationary period; and

17 2. Holidays for probationary employees shall follow the same procedures as for regular employees.

Cross References

Application and Employment 5.106
Evaluation 5.109

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="margin: 0;">Supervision</h2>	Descriptor Code: 5.108	Issued Date:
		Rescinds: 5.108	Issued: 12/13/18

- 1 Supervision of administrative and supervisory personnel shall be provided by the Director of Schools.
- 2 Apprentice teachers shall be assisted by supervising teachers in the development of competencies
- 3 required by the Board.¹
- 4 Support personnel shall be supervised by the person designated on the approved job description.
- 5 The immediate supervisor has the responsibility of assigning specific duties and for giving guidance to
- 6 the employee for the satisfactory performance of those duties.
- 7 All employees shall report being charged with any criminal offense to their immediate supervisor
- 8 within seventy-two (72) hours of the offense.² The supervisor shall report the offense to the Director of
- 9 Schools immediately, and the Director of Schools shall report the offense to the Board Chair as soon as
- 10 practical.

Legal References

1. TCA 49-6-3004(c)(2)
2. 34 CFR §§ 84.205-84.215

Cross References

Nepotism 1.108
 Alcohol & Drugs in the Workplace 1.804
 Job Descriptions 5.103
 Staff Positions 5.116

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="margin: 0;">Evaluation</h2>	Descriptor Code: 5.109	Issued Date: Click here to enter a date.
		Rescinds: 5.109	Issued: 11/10/11

1 The evaluation of performance and its effectiveness shall be a cooperative and shared endeavor on the
 2 part of the Director of Schools and administrative and supervisory personnel. The Board shall use a state-
 3 approved model for evaluating administrative and supervisory personnel. The Director of Schools is
 4 responsible for ensuring that all administrative and supervisory personnel are evaluated annually.

5 **LICENSED TEACHING PERSONNEL**

6 The Board adopts the **Tennessee Educator Acceleration Model (TEAM)** [insert evaluation model]. The
 7 Director of Schools shall draft procedures to ensure that the model is implemented throughout the school
 8 district. Additionally, the Director of Schools shall provide information to all licensed teaching personnel
 9 regarding the nature of the evaluation and the grievance procedures prescribed by the State Board of
 10 Education.¹

11 *Local Level Grievance Procedure*

12 The Director of Schools shall develop procedures, consistent with state law, for processing evaluation
 13 grievances.²

14 **NON-LICENSED PERSONNEL**

15 Newly hired, non-licensed personnel shall be evaluated once during the evaluation period (up to ninety
 16 (90) days) and at least one (1) additional time following successful completion of the evaluation period
 17 during the first year of employment. Personnel employed for more than one (1) year shall be evaluated
 18 at least once a year.

19 Evaluations shall be used as an aid in improving an employee's performance and as a basis for
 20 continuing employment. Evaluation reports shall be discussed with the evaluated employee. Each
 21 employee shall be given a copy of the evaluation and shall sign the supervisor's copy as evidence it has
 22 been discussed.

Legal References

1. TRR/MS 0520-02-01-.01; TRR/MS 0520-02-01-.02
2. TRR/MS 0520-02-01-.01(4); State Board of Education Policy 5.201

Cross References

- Evaluations of Instructional Programs 4.702
 Job Descriptions 5.103
 Orientation and Probation 5.107

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Compensation Guides & Contracts	Descriptor Code: 5.110	Issued Date:
		Rescinds: 5.110	Issued: 05/10/01

1 Certified personnel shall make a written contract at a fixed salary per month before entering upon their
2 duties.¹

3 The Director of Schools shall establish the salary rating of all personnel and shall recommend the
4 salary schedule to the Board for its approval.²

5 Contracts for certified personnel shall provide the following:³

6 1. A minimum of one hundred and eighty (180) working days;

7

8 2. A minimum of five (5) days for in-service education;

9

10 3. Ten (10) vacation days; and

11

12 4. Five (5) days as designated by the Board (teachers shall use one (1) day for parent-teacher
13 conferences).

14 The school calendar adopted by the Board each year shall become part of all certified personnel
15 contracts.

16 Salaries and supplements may be paid from revenue derived from sources other than taxes, provided
17 the revenue is deposited with and salaries paid through the Board. This includes donations or
18 contributions from individual, civic, or other non-school related sources of funds from individual
19 school activity funds, such as gate receipts and concessions.^{1,4}

Legal References

1. TCA 49-2-203(a)(1); TCA 49-5-408
2. TCA 49-5-402
3. TCA 49-6-3004
4. TCA 49-6-2006(a)

Cross References

- School Calendar 1.800
- Revenues 2.400
- Payroll 2.802
- Application and Employment 5.106

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Differentiated Pay Plan	Descriptor Code: * 5.1101	Issued Date:
		Rescinds:	Issued:

- 1 Annually, the Director of Schools shall recommend a differentiated pay plan to the Board for
- 2 approval.¹ The plan shall follow the guidelines established by the State Board of Education and will
- 3 reflect the needs of the district.

- 4 Once approved by the Board, the differentiated pay plan shall be submitted to the Tennessee
- 5 Department of Education for review and approval.

Legal References

1. TCA 49-3-306(h)

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Extended Contracts	Descriptor Code: 5.112	Issued Date: Click here to enter a date.
		Rescinds: 5.112	Issued: 06/11/15

- 1 Annually, the director of schools shall be responsible for conducting a needs assessment to determine
2 the focus of extended contract activities. The assessment shall be conducted by an extended contract
3 committee, which shall advise on or certify to the need for specific programs served through extended
4 contracts. The committee shall consist of teachers and administrators.
- 5 Extended contract opportunities shall be available to all educators.
- 6 The director of schools shall be responsible for devising a plan for Board approval consistent with the
7 needs assessment. The plan shall include as a minimum:
- 8 1. A description of each program and a discussion of the benefits of the program as required by
9 state law;
 - 10 2. Time frames within which the program(s) shall be operated;
 - 11 3. The number of students who will benefit from the program;
 - 12 4. A list of additional duties which may be assigned to educators;
 - 13 5. The number and special qualifications of employees desired for each program; and
 - 14 6. Local costs to be involved in the program.

Cross References

Extended School Day/Year Programs 1.8012
Summer School 4.204

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: In-Service and Professional Learning Opportunities	Descriptor Code: 5.113	Issued Date:
		Rescinds: 5.113	Issued: 02/13/20

1 IN-SERVICE EDUCATION

2 In-service education¹ is a program of planned activities designed to increase the competencies needed
3 by all personnel in the performance of their responsibilities. Competencies are defined as the knowledge,
4 skills, and attitudes which enable personnel to perform their tasks with maximum effectiveness to
5 increase student achievement.

6 *Administrative and Supervisory Employees*

7 Administrative and supervisory employees shall show evidence of continual professional growth by
8 attendance at in-service programs and institutes, studying professional literature, meeting with other
9 professionals for discussion, and otherwise keeping abreast of research in methodology, curriculum, and
10 student growth and development.

11 Each principal and administrator shall be required to attend the principal-administrator academy for
12 instruction at least once every five (5) years.²

13 *Professional Employees*

14 A system-wide in-service committee, composed of membership from a cross-section of other personnel,
15 shall assess system-wide needs, establish priorities, develop objectives, design activities, and evaluate
16 the in-service program.¹

17 In-service credit shall not be given while performing duties which are required as part of regular teaching
18 assignments.

19 *Support Personnel*

20 The immediate supervisors of support personnel shall be responsible for providing in-service trainings.
21 Absences to attend meetings relating to the employee's job description may be granted by the Director
22 of Schools without loss of pay to the employee.

23 PROFESSIONAL LEARNING PROGRAM

24 Professional learning programs and activities shall reflect the Standards for Professional Learning³ as
25 listed below and shall reflect the needs identified in school improvement plans.

26 The Director of Schools shall involve central office personnel and other employees as needed in
27 developing the system-wide professional learning program and shall recommend it to the Board for
28 approval.

1 *Standards for Professional Learning*

2 Professional learning that increases educator effectiveness and results for all students are based on the
3 following standards:

- 4 1. Occurs within learning communities committed to continuous improvement, collective
5 responsibility, and goal alignment;
6
7 2. Requires skillful leaders who develop capacity, advocate, and create support systems for
8 professional learning;
9
10 3. Prioritizes, monitors, and coordinates resources for educator learning;
11
12 4. Uses a variety of sources and types of student, educator, and system data to plan, assess, and
13 evaluate professional learning;
14
15 5. Integrates theories, research, and models of human learning to achieve its intended outcomes;
16
17 6. Applies research on change and sustains support for implementation of professional learning for
18 long term change; and
19
20 7. Aligns its outcomes with educator performance and student curriculum standards.

Legal References

1. State Board of Education Policy 5.200; TCA 49-1-214(b); TCA 49-6-3004(c)(1); TCA 49-5-1007
2. TCA 49-5-5703(a)
3. State Board of Education Policy 5.200

Cross References

School District Planning 1.701
School Calendar 1.800
Curriculum Development 4.200
Reporting Student Progress 4.601
Staff Time Schedules 5.602
Staff Meetings 5.603

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Personnel Records	Descriptor Code: 5.114	Issued Date:
		Rescinds: 5.114	Issued: 02/12/09

1 The Director of Schools/designee(s) shall be authorized to maintain personnel records and to permit
2 inspection of the same, except for matters deemed confidential by law. The following personnel
3 records shall be maintained for all employees as appropriate:

- 4 1. Employee applications and contracts;
- 5
- 6 2. Professional certificates and other documents required by state and federal laws and
7 regulations;¹
- 8
- 9 3. Evaluations;
- 10
- 11 4. Cumulative information files; and
- 12
- 13 5. INS Form I-9.²

14 The following guidelines shall be followed:

- 15 1. Information contained in personnel records shall be limited to job-related matters;
- 16
- 17 2. The Director of Schools shall be responsible for notifying all employees of the types of records
18 kept and uses made of such records;
- 19
- 20 3. Employees shall be granted an opportunity to respond in writing to material placed in records;
- 21
- 22 4. Employee records are public records, except for matters deemed confidential by law, and shall
23 be open for inspection during regular business hours;³
- 24
- 25 5. In accordance with federal law, the district shall release information regarding the professional
26 qualifications and degrees of teachers and the qualifications of paraprofessionals to
27 parent(s)/guardian(s) upon request for any teacher or paraprofessional who is employed by a
28 school receiving Title I funds and who provides instruction to their child at that school;⁴
- 29
- 30 6. Members of the public may not obtain the home telephone number, personal cell phone
31 number, bank account information, social security number, residential street address, driver
32 license information (except where driving or operating a vehicle is considered to be a part of
33 the employee's duties), or the results of individual teacher evaluations of an employee or of the
34 immediate family members or household members of an employee, unless release of this
35 information is expressly authorized by the employee;⁵
- 36

- 37 7. A record of the person inspecting and the date of inspection shall be recorded; and
38
39 8. Copies of records may be made under rules determined by the Director of Schools.⁶

Legal References

1. TCA 49-2-301(b)(1)(M)
2. Immigration Reform and Control Act of 1986, Pub. L. No. 99-603, 100 Stat. 3359
3. TCA 10-7-503, 504
4. 20 USCA § 6311(g)(2)
5. TCA 10-7-504(f)(1)
6. TCA 10-7-506; TCA 49-2-301(b)(1)(CC)

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Teacher Effect Data	Descriptor Code: 5.1141	Issued Date:
		Rescinds: 5.1141	Issued: 10/11/07

1 The estimates of specific teacher effects on the educational progress of students shall not be a public
2 record and shall be made available only to the specific teacher, school board members, and the
3 teacher's appropriate administrators, as designated by the Board, for the fulfillment of lawful
4 functions.¹

5 The guidelines for distribution and security of the teacher effect data shall be kept on file in the central
6 office and shall be given to the teacher, the assigned administrator, and all school board members and
7 shall become an administrative procedure to be updated as needed by the Director of Schools.

Legal References

1. TCA 49-1-606(b); TCA 10-7-504(a)(23)

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Assignment / Transfer	Descriptor Code: 5.115	Issued Date:
		Rescinds: 5.115	Issued: 01/11/18

1 ASSIGNMENT

2 The Director of Schools shall assign personnel to the various schools or departments by June 15th
3 preceding the school year for which such persons are employed while allowing each principal or
4 immediate supervisor to assign more specific responsibilities within each school.¹

5 Assignment of employees shall be made by the Director of Schools based on the recommendation of the
6 principal. The assignment shall be determined by the applicant's training, experience, and ability to
7 perform the duties of the position and in the best interest of the schools.

8 Extra assignments for which supplements are provided and upon which initial employment was based
9 may not be relinquished in part by the employee without the approval of the person making the
10 assignment. Other assignments for which supplemental salary is provided shall be made on an annual
11 contract basis.

12 TRANSFER

13 Transfer is the process in which an employee moves from one school or administrative unit to another.
14 The Director of Schools shall transfer employees as necessary for the efficient operation of the schools.²
15 Transfers shall be non-discriminatory and shall not be arbitrary or capricious.

16 The Board shall be notified of transfers **at within a reasonable period of time on or before** its next regular
17 scheduled meeting.

18 REASSIGNMENT

19 Reassignment is the process in which an employee moves to another assignment within the same school
20 or administrative unit. Reassignments shall be non-discriminatory and shall not be arbitrary or
21 capricious. Employees shall be reassigned as necessary for the efficient operation of the schools.

22 Reassignments shall be made by the employee's immediate supervisor with approval by the Director of
23 Schools.

Legal References

1. TCA 49-2-301(b)(1)(L); TCA 49-5-401; TCA 49-2-303(b)(3)
2. TCA 49-2-301(b)(1)(EE); TCA 49-5-510

Cross References

- Nepotism 1.108
- Job Descriptions 5.103
- Recruitment of Employees 5.105

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Staff Positions	Descriptor Code: 5.116	Issued Date:
		Rescinds: 5.116	Issued: 06/11/15

1 CREATION OF POSITION

2 All staff positions shall be approved through the budget process in accordance with an organizational
3 plan submitted by the Director of Schools.¹ Before an additional position is established, the Director of
4 Schools shall present to the Board a job description, qualifications, performance responsibilities, and
5 the method by which the performance of these responsibilities will be evaluated.

6 The Director of Schools may revise the organizational plan as long as budgetary amounts are not
7 exceeded and board policy is not violated. In the event of reorganization, the Director of Schools shall
8 adhere to all applicable reduction in force guidelines and shall inform, in a timely manner, the Board of
9 the change and include the change in the Director's report at the next board meeting. If changes in
10 personnel create additional encumbrances on a future budget, prior approval of the Board is required.

11 REDUCTION IN FORCE

12 When it becomes necessary to reduce the number of positions in the district because of a decrease in
13 enrollment or for other good reasons, the Board shall abolish the positions. The Board or the Director
14 of Schools, as appropriate, shall dismiss such employees as may be necessary.²

15 *Licensed Personnel*

16 Reductions in staff shall be made in an attempt to have the least detrimental effect on students.
17 Reductions shall be made in accordance with the following:

- 18 1. Retains the most effective teachers;
- 19
- 20 2. Avoids undue increases in class size; and
- 21
- 22 3. Provides consideration for the exceptional teacher without exclusive emphasis on seniority.

23 The elimination of a position does not necessarily mean the person occupying the position will be
24 dismissed. When an employee is released, the Director of Schools shall make the decision based upon
25 a composite of the following criteria:

- 26 1. Effectiveness in teaching and in related professional responsibilities evidenced by teacher
27 evaluation;
- 28 2. Adaptability to other assignments (academic and extracurricular);
- 29 3. Evidence of professional growth as well as specialized or advanced training;

1 4. Previous history of grade levels and subject areas taught; and

2 5. Type, length, and quality of service made to the teaching profession and the school district.

3 When an employee is released because of reduction in staff, the teacher shall be given written notice of
4 the release explaining the circumstances or conditions making dismissal necessary.

5 *Non-Licensed Personnel*

6 When a non-licensed employee is released because of a reduction in the number of support positions,
7 the Director of Schools shall give the employee written notice of dismissal explaining the
8 circumstances or conditions making termination of employment necessary.³

9 **RECALL**

10 The Director of Schools shall maintain a preferred re-employment list for tenured teachers whose
11 positions are abolished. The fitness of any teacher for re-employment shall be determined on the basis
12 of the teacher's competence, compatibility, and suitability to properly discharge the duties required by
13 the position with consideration for the best interests of the students in the school where the vacancy
14 exists.³

15 It shall be the responsibility of the separated teacher to notify the Director of Schools in writing of
16 his/her availability and current address. A professional employee who is placed on the preferred re-
17 employment list and subsequently refuses the offer of a comparable position shall be removed from the
18 preferred list.⁴

19 Employees returning from a lay-off shall have all previously accrued sick leave and years of service re-
20 instated, but they shall not receive benefits for the period of the layoff.

Legal References

1. OP Tenn. Atty. Gen. 93-66 (November 29, 1993)
2. TCA 49-5-409(c); TCA 49-2-301(b)(1)(EE); TCA 49-5-511(b)(1).
3. TCA 49-5-511(b)(1)—(4)
4. TCA 49-5-511(b)(4)

Cross References

Recruitment of Employees 5.105
Supervision 5.108

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Board Notification of Assignment of School Administrators	Descriptor Code: 5.1161	Issued Date: Click here to enter a date.
		Rescinds: 5.1161	Issued: 09/08/11

- 1 The director of schools will provide written notice to the full board prior to any official public notification
- 2 of placement of any school administrative position, regarding the hire, transfer, change of title or
- 3 dismissal of a principal or assistant principal.

Jackson-Madison County Board of Education

Monitoring: Review: Annually in January	Descriptor Term: Teacher Tenure	Descriptor Code: 5.117	Issued Date: Click here to enter a date.
		Rescinds: 5.117	Issued: 01/11/18

1 *General*

2 To attain tenure status,¹ a teacher must: (1) meet tenure eligibility requirements; (2) be renewed and
3 recommended by the director of schools; and (3) receive a majority vote of the board.

4 **TENURE ELIGIBILITY²**

5 Teachers that meet the following requirements are eligible for tenure:

- 6 1. Has a degree from an approved four-year college or any career and technical teacher who has the
7 equivalent amount of training established and is licensed by the state board of education;
- 8 2. Holds a valid teacher license issued by the state board of education, based on training covering
9 the subjects or grades taught;
- 10 3. Has completed a probationary period of five (5) school years or not less than forty-five (45)
11 months within the last seven-year period, the last two (2) years being employed in a regular
12 teaching position rather than an interim teaching position; and
- 13 4. Has received evaluations demonstrating an overall performance effectiveness level of “above
14 expectations” or “significantly above expectations” as provided in the evaluation guidelines
15 adopted by the state board of education, during the last two (2) years of the probationary period.

16 **ACQUISITION OF TENURE STATUS**

17 Once a teacher is eligible for tenure, he/she shall be either recommended by the director of schools for
18 tenure or nonrenewed. If tenure is denied by the board, the teacher shall be dismissed.³

19 The following additional guidelines shall apply:

- 20 1. The director of schools will recommend persons eligible for tenure at a board meeting in ample time
21 to provide notice of non-renewal to each teacher not recommended for tenure within five (5)
22 business days following the last instructional day for the school year.⁴
- 23 2. The decision to grant tenure is solely within the discretion of the board.⁵ Only those teachers who
24 receive a majority vote of the membership of the board will be granted tenure.⁶

1 3. A teacher who is eligible for tenure, but tenure is denied by the board, shall not be rehired beyond
2 the current contract year.⁷

3 **TEACHER RETURNING TO EMPLOYMENT**

4 A teacher who has acquired tenure status in the school system and later resigns shall serve a two-year
5 probationary period upon reemployment, unless the probationary period is waived by the board upon
6 request of the director of schools. Upon completion of the two-year period, the teacher shall either be
7 recommended by the director of schools for tenure or non-renewed. If tenure is denied by the board, the
8 teacher shall be dismissed.⁷

9 **TEACHER TRANSFERRING FROM ANOTHER SCHOOL SYSTEM⁸**

10 A tenured or nontenured teacher with five (5) or more years of prior service that transfers from another
11 school system to begin employment in the Jackson-Madison County School System shall serve the
12 regular probationary period. The board, upon the recommendation of the director of schools, may waive
13 the probationary period and grant tenure status or shorten the probationary period.

14 If a nontenured teacher with fewer than five (5) years of service transfers from another school system,
15 such teacher shall not be eligible for tenure status until the teacher has served at least five (5) years when
16 service in both school systems is counted.

17 All tenure decisions made under this section are subject to the requirements concerning overall teacher
18 performance effectiveness levels.

19 **TEACHER RETURNING TO PROBATIONARY STATUS⁹**

20 Any tenured teacher who receives two (2) consecutive years of evaluations demonstrating an overall
21 performance effectiveness level of “below expectations” or “significantly below expectations” shall be
22 returned to probationary status by the director of schools until the teacher has received two (2)
23 consecutive years of evaluations demonstrating an overall performance effectiveness level of “above
24 expectations” or “significantly above expectations.”

25 When a teacher who has returned to probationary status has received two (2) consecutive years of
26 evaluations demonstrating an overall performance effectiveness level of “above expectations” or
27 “significantly above expectations,” the teacher is again eligible for tenure and shall be either
28 recommended by the director of schools for tenure or nonrenewed; provided, however, that the teacher
29 shall be dismissed if tenure is denied by the board.

30 This section does not apply to teachers who acquired tenure prior to July 1, 2011

Legal References

1. TCA 49-5-501(11)(A)
2. TCA 49-5-503
3. TCA 49-5-504(b)
4. TCA 49-5-409
5. TCA 49-2-203(a)(1)

6. TCA 49-2-202(g)
7. TCA 49-5-504(d)
8. TCA 49-5-509
9. TCA 49-5-504(e), (f)

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Tenured Teachers	Descriptor Code: 5.200	Issued Date:
		Rescinds: 5.200	Issued: 09/05/19

1 SUSPENSION PENDING AN INVESTIGATION¹

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation
4 is not the subject of an ongoing criminal investigation or a Department of Children's Services
5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall
6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend
7 a teacher with pay. If vindicated or reinstated, the teacher shall be paid full salary for the period of
8 suspension.

9 SUSPENSION OF THREE DAYS OR LESS^{2,3}

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;
13 (2) given an opportunity to respond to the Director of Schools at a conference, if requested **in writing**
14 within five (5) days; and (3) given a written decision of the suspension within ten (10) days **from the**
15 **date of the conference**. Both parties may be represented by counsel at the conference, which shall be
16 recorded.

17 Under no circumstances shall a Director of Schools suspend a tenured teacher with pay. If reinstated,
18 the tenured teacher shall be paid full salary for the period of suspension unless suspension without pay
19 is deemed to be an appropriate penalty.

20 DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS⁴

21 When a tenured teacher is charged with offenses that may justify dismissal or a suspension greater than
22 three (3) days, the charges shall be made in writing, specifically stating the offenses that are charged,
23 and shall be signed by the party or parties making the charges.

24 If, in the opinion of the Board, the charges are of such nature as to warrant the dismissal or a suspension
25 greater than three (3) days of the teacher, the Director of Schools shall give the teacher a written notice
26 of this decision, a copy of the charges against the teacher, and a copy of a form provided by the
27 Commissioner of Education advising the teacher of his/her legal duties, rights, and recourse.

28 A tenured teacher who has been given notice of charges against him/her may within thirty (30) days after
29 receipt of notice give written notice to the Director of Schools of his/her request for a hearing.

30 The Director of Schools shall, within five (5) days after receipt of request, assign a hearing officer from
31 the list maintained by the Board.

1 The Board shall maintain a list of qualified individuals who have indicated a willingness to act as
2 impartial hearing officers as defined under Tennessee law.

3 The hearing officer shall notify the parties, or their attorney, of the officer's assignment and direct the
4 parties or the attorneys for the parties, or both, to appear before the hearing officer for simplification of
5 issues and the scheduling of the hearing. That hearing shall be set no later than thirty (30) days following
6 receipt of the initial request for a hearing. In the discretion of the hearing officer, all or part of any
7 prehearing conference may be conducted by telephone if each participant has an opportunity to
8 participate, be heard, and to address proof and evidentiary concerns. The hearing officer is empowered
9 to issue appropriate orders and to regulate the conduct of the proceedings.

10 Either party may appeal to the Board an adverse ruling by giving written notice of appeal within ten (10)
11 working days of the hearing officer's delivery of the hearing officer's written findings and conclusions.
12 The Director of Schools shall prepare a copy of the proceedings, including all transcripts and evidence,
13 documentary or otherwise, and transmit the same to the Board within twenty (20) working days of the
14 receipt of the notice of appeal.

15 The Board shall hear the appeal on the record, and no new evidence may be submitted by either party.
16 The appealing party may appear before the Board to argue why the adverse ruling should be overturned.
17 In no event should such argument last more than fifteen (15) minutes unless the Board votes to extend
18 additional time. At the conclusion of the hearing, any member of the Board may vote to sustain the
19 decision of the hearing officer, send the record back for additional evidence, revise the penalty, or reverse
20 the decision. The Board shall render its decision within ten (10) working days after the conclusion of the
21 hearing. In the event that the decision of the Board is appealed to the chancery court, the Board shall
22 transmit the entire record prepared by the Director of Schools and reviewed by the Board to the chancery
23 court for its review.

24 **RESIGNATION**

25 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
26 effective date of the resignation. A teacher who fails to give such notice, in the absence of justifiable
27 extenuating circumstances, shall forfeit all tenure status. The Board may waive the thirty (30) days'
28 notice requirement and permit a teacher to resign in good standing.⁵

29 The conditions under which it is permissible to break a contract with the Board are as follows:⁶

- 30 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
31 statement of a physician approved by the Board; or
- 32 2. The release by the Board of the teacher from the contract that the teacher has entered into with
33 the Board.

34 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
35 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
36 Failure to render such notice may be considered a breach of contract.⁷

37 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
38 the State Board of Education and request the suspension of a teacher's license. After the State Board of

1 Education has provided the teacher an opportunity for defense during a hearing, the Commissioner of
2 Education may suspend the license for no less than thirty (30) days and no more than three hundred
3 sixty-five (365) days.⁸

4 **RETIREMENT**

5 Retirement is a termination of services under conditions that will allow the teacher to draw benefits from
6 retirement plans and/or Social Security benefits. Teachers eligible for retirement benefits may elect to
7 retire at any age according to the provisions of the retirement system.

8 Central office personnel shall assist teachers in securing retirement benefits; however, it shall be the
9 responsibility of the retiring teacher to provide verification of eligibility in writing from the Tennessee
10 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the retiring
11 teacher to file for benefits.

12 Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without
13 loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of
14 Schools certifies in writing to the Division of Retirement that no other qualified personnel are available
15 to substitute teach.⁹

16 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
17 as a Kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will
18 not be lost or suspended under certain conditions which include, but are not limited to, the following:¹⁰

- 19 1. The Director of Schools of the employing district shall certify in writing that no other qualified
20 individuals are available to fill the position;
- 21 2. The Commissioner of Education shall certify that the employing school district serves an area
22 that lacks qualified teachers to serve in the position to be filled;
- 23 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 24 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
25 receive medical insurance coverage; and
- 26 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
27 Board for teachers with no experience filling similar positions or more than eighty-five percent
28 (85%) of the rate of compensation set by the Board for teachers with comparable training and
29 years of experience filling similar positions.

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(EE), TCA 49-5-512(d)
3. TCA 49-5-511(a)(2)
4. TCA 49-5-511—513
5. TCA 49-5-508(a)
6. TCA 49-5-508(c)
7. TCA 49-5-706
8. TCA 49-5-411(b)
9. TCA 8-36-805
10. TCA 8-36-821

Cross References

Public Hearings 1.401
Recommendations and File Transfers 5.203

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Non- Tenured Teachers	Descriptor Code: 5.201	Issued Date:
		Rescinds: 5.201	Issued: 09/05/19

1 SUSPENSION PENDING AN INVESTIGATION¹

2 The Director of Schools may suspend a teacher at any time that may seem necessary, pending
3 investigation, or final disposition of a case before the Board or an appeal. If the matter under investigation
4 is not the subject of an ongoing criminal investigation or a Department of Children's Services
5 investigation, and if no charges for dismissal have been made, a suspension pending investigation shall
6 not exceed ninety (90) days in duration. Under no circumstances shall the Director of Schools suspend
7 a non-tenured teacher with pay. If vindicated or reinstated, the non-tenured teacher shall be paid full
8 salary for the period of suspension.

9 SUSPENSION OF THREE DAYS OR LESS²

10 The Director of Schools/designee may suspend a teacher for incompetence, inefficiency, neglect of duty,
11 unprofessional conduct, and insubordination. Before a teacher is suspended, he/she shall be: (1) provided
12 with written notice, including the reasons for the suspension along with an explanation of the evidence;
13 (2) given an opportunity to respond to the Director of Schools at a recorded conference, if requested **in**
14 **writing** within five (5) days; and (3) given a written decision of the suspension within ten (10) days **of**
15 **the date of the conference**. Both parties may be represented by counsel at the conference, which shall be
16 recorded.

17 Under no circumstances shall the Director of Schools suspend a non-tenured teacher with pay. If
18 reinstated, the non-tenured teacher shall be paid full salary for the period of suspension unless suspension
19 without pay is deemed to be an appropriate penalty.

20 DISMISSAL OR SUSPENSION GREATER THAN THREE DAYS²

21 The Director of Schools may dismiss or suspend for more than three (3) days any non-tenured teacher
22 during the contract year for incompetence, inefficiency, insubordination, improper conduct, or neglect
23 of duty after giving the non-tenured teacher, in writing, due notice of the charges.

24 The Director of Schools shall give the non-tenured teacher an opportunity for a full and complete hearing
25 before an impartial hearing officer.

26 The Board will appoint an impartial hearing officer to conduct such hearings. The hearing officer will
27 hear the case, and the teacher shall have the right to:

- 28 1. Be represented by counsel;
- 29
- 30 2. Call and subpoena witnesses;
- 31

1 3. Examine all witnesses; and

2
3 4. Require that all testimony be given under oath.

4 Factual findings and decisions in all dismissal cases shall be reduced to written form and delivered to the
5 affected teacher within ten (10) working days following the close of the hearing. The teacher may appeal
6 the decision to the Board within ten (10) working days of the hearing officer rendering the written
7 decision to the teacher. Written notice of appeal to the Board shall be given to the Director of Schools.
8 Within twenty (20) working days of receipt of notice, the Director of Schools shall prepare a copy of the
9 proceedings, including all transcripts and evidence, documentary or otherwise, and provide the Board a
10 copy of the same.

11 The Director of Schools shall also have the right to appeal any adverse ruling by the hearing officer in
12 the same manner as the non-tenured teacher.

13 The Board shall hear the appeal. No new evidence shall be introduced. The non-tenured teacher may
14 appear in person or be represented by counsel and argue why the decision should be modified or reversed.
15 **In no event should such argument last more than fifteen (15) minutes unless the Board votes to extend**
16 **additional time.** The Board shall take one of the following actions:

17 1. Sustain the decision;

18
19 2. Send the record back if additional evidence is necessary; or

20
21 3. Revise the penalty or reverse the decision.

22 Before any decision to dismiss is made, a majority of the membership of the Board shall concur in
23 sustaining the charges. The Board shall render a decision on the appeal within ten (10) working days
24 after the conclusion of the hearing.

25 Within twenty (20) working days after receipt of notice of the decision of the Board, either party may
26 appeal to the chancery court in the county where the school district is located. The Board shall provide
27 the entire record of the hearing to the court.

28 **NONRENEWAL**

29 Non-tenured teachers are subject to the same rules and regulations and are entitled to the privileges of
30 employment enjoyed by tenured teachers except that they have no claim upon continuing employment
31 or tenure protections.

32 The principal is responsible for discussing deficiencies as part of the evaluation process with the non-
33 tenured teacher and providing assistance for overcoming these deficiencies.

34 The Director of Schools is under no obligation to re-employ non-tenured teachers at the end of their
35 contract period. If the Director of Schools determines not to renew the contract of a non-tenured teacher,
36 the following action shall be taken:

37 1. The Board shall be notified at the next regular board meeting; and

- 1 2. Written notice of non-renewal shall be hand delivered or sent to the teacher by registered mail so
2 that it will be received by the teacher within five (5) business days following the last instructional
3 day for the school year.³

4 **RESIGNATION**

5 A teacher shall give the Director of Schools notice of resignation at least thirty (30) days before the
6 effective date of the resignation.⁴ The Board may waive the thirty (30) days notice requirement and
7 permit a teacher to resign in good standing.

8 The conditions under which it is permissible to break a contract with the Board are as follows:⁵

- 9 1. The incapacity on the part of the teacher to perform the contract as evidenced by the certified
10 statement of a physician approved by the Board; or
11
12 2. The release by the Board of the teacher from the contract which the teacher has entered into with
13 the Board.

14 Any teacher on leave shall notify the Director of Schools in writing at least thirty (30) days prior to the
15 date of return if the teacher does not intend to return to the position from which he/she has taken leave.
16 Failure to render such notice may be considered a breach of contract.⁶

17 Upon a breach of contract, the Board, upon a motion recorded in its minutes, may file a complaint with
18 the State Board of Education and request the suspension of a teacher's license. After the State Board of
19 Education has provided the teacher an opportunity for defense during a hearing, the Commissioner of
20 Education may suspend the license for no less than thirty (30) days and no more than three hundred
21 sixty-five (365) days.⁷

22 **RETIREMENT**

23 Retirement is a termination of services under conditions which will allow the teacher to draw benefits
24 from retirement plans and/or Social Security benefits.

25 Teachers eligible for retirement benefits may elect to retire at any age according to the provisions of the
26 retirement system. Central office personnel shall assist teachers in securing retirement benefits; however,
27 it shall be the responsibility of the retiring teacher to provide verification of eligibility in writing from
28 the Tennessee Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility
29 of the retiring teacher to file for benefits.

30 Teachers who retire under TCRS may be employed up to one hundred twenty (120) days per year without
31 loss of retirement benefits. Retired teachers may substitute teach for additional days if the Director of
32 Schools certifies in writing to the Division of Retirement that no other qualified personnel are available
33 to substitute teach.⁸

34 The Director of Schools may employ teachers retired for at least one (1) year for full-time employment
35 as a Kindergarten through twelfth (K-12) grade teacher on a year-to-year basis. Retirement benefits will
36 not be lost or suspended under certain conditions which include, but are not limited to, the following:⁹

- 1 1. The Director of Schools of the employing district shall certify in writing that no other qualified
2 individuals are available to fill the position;
- 3
- 4 2. The Commissioner of Education shall certify that the employing school district serves an area
5 that lacks qualified teachers to serve in the position to be filled;
- 6
- 7 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
- 8
- 9 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
10 receive medical insurance coverage; and
- 11
- 12 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
13 Board for teachers with no experience filling similar positions or more than eighty-five percent
14 (85%) of the rate of compensation set by the Board for teachers with comparable training and
15 years of experience filling similar positions.

16 *(Note: Nonrenewal of non-tenured teachers after the contract year is not suspension or dismissal and*
17 *does NOT follow the suspension/dismissal guidelines outlined in this policy. Rather, nonrenewal of non-*
18 *tenured teachers after the contract year follows the nonrenewal guidelines outlined in this policy.)*

Legal References

1. TCA 49-5-511(a)(3)
2. TCA 49-2-301(b)(1)(GG); TCA 49-5-512
3. TCA 49-5-409
4. TCA 49-5-508
5. TCA 49-5-411(a)
6. TCA 49-5-706
7. TCA 49-5-411(b)(4)
8. TCA 8-36-805
9. TCA 8-36-821

Cross References

- Public Hearings 1.401
Recommendations and File Transfers 5.203

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Separation Practices for Non- Certified Employees	Descriptor Code: 5.202	Issued Date:
		Rescinds: 5.202	Issued: 09/05/19

1 **SUSPENSION**

2 The Director of Schools/designee may suspend an employee at any time when deemed necessary.¹

3 Under no circumstances shall a Director of Schools suspend an employee with pay. If reinstated, the
4 employee shall be paid full salary for the period of suspension unless suspension without pay is deemed
5 to be an appropriate penalty.

6 **DISMISSAL**

7 All non-certified employees are employed at the will of the Director of Schools. The Director of Schools
8 may dismiss any non-certified employee during the year for any lawful reason.

9 **RESIGNATION**

10 Support personnel shall give the immediate supervisor written notice of resignation ten (10) working
11 days in advance of the effective date of voluntary termination. The ten (10) working days may be waived
12 by the Director of Schools for justifiable reason.

13 The immediate supervisor shall forward copies the day received to the Director of Schools' office. The
14 payroll office will prepare final payment for the next appropriate scheduled pay day.

15 **RETIREMENT**

16 Retirement shall mean a termination of services under conditions which will allow the employee to draw
17 benefits from retirement plans and/or social security benefits. Employees eligible for retirement benefits
18 may elect to retire at any age according to the provisions of the retirement system.

19 Central office personnel shall assist employees in securing retirement benefits; however, it shall be the
20 responsibility of the retiring employee to obtain verification of eligibility in writing from the Tennessee
21 Consolidated Retirement System (TCRS) to the central office. It shall be the responsibility of the retiring
22 employee to file for eligible benefits. Employees who retire under TCRS may be employed up to one
23 hundred twenty (120) days per year without loss of retirement benefits.²

Legal References

1. TCA 49-2-301(b)(1)(EE), (FF)
2. TCA 8-36-805

Cross References

Recommendations and File Transfers 5.203

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Recommendations and File Transfers	Descriptor Code: 5.203	Issued Date: Click here to enter a date.
		Rescinds: 5.203	Issued: 02/13/20

1 Other than the routine transmission of administrative and personnel files, district employees are
2 prohibited from assisting a school employee, contractor, or agent in obtaining a new job if the individual
3 knows, or has probable cause to believe, that the person seeking a job change engaged in sexual
4 misconduct regarding a minor or student in violation of the law.¹

5 These requirements shall not apply if:

- 6 1. The information giving rise to probable cause has been properly reported to the appropriate law
7 enforcement agency; and
- 8
9 2. The matter has been officially closed in one of the following ways:
 - 10
11 a. The prosecutor or police have investigated the allegations and notified school officials
12 that there is insufficient information to establish probable cause;
 - 13
14 b. The employee, contractor, or agent has been charged and either acquitted or exonerated;
15 or
 - 16
17 c. The case remains open, and there have been no charges or indictment filed within four
18 (4) years of the date the information was reported to the law enforcement agency.

19 Neither the district nor the Board shall enter into, or require a current or former employee to enter into,
20 a non-disclosure agreement during a settlement for any act of sexual misconduct¹ including, but not
21 limited to, sexual harassment or sexual assault.

22 The Director of Schools shall develop administrative procedures to enforce this policy and comply
23 with federal and state law.

Legal References

1. 20 USCA § 7926; TCA 49-2-131

Cross References

Application and Employment 5.106
Separation Practices for Tenured Teachers 5.200
Separation Practices for Non-Tenured Teachers 5.201
Separation Practices for Non-Certified Employees 5.202
Child Abuse and Neglect 6.409

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Short Term Leaves of Absence	Descriptor Code: 5.300	Issued Date:
		Rescinds: 5.300	Issued: 06/20/19

- 1 Short term leaves of absence shall consist of the following: emergency, legal, sick, personal, and
- 2 professional leave.

Cross References

Emergency & Legal Leave 5.301
Sick Leave 5.302
Personal & Professional Leave 5.303
Vacations and Holidays 5.310

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Emergency and Legal Leave	Descriptor Code: 5.301	Issued Date:
		Rescinds: 5.301	Issued: 05/10/18

1 EMERGENCY LEAVE

2 An immediate supervisor may grant a professional employee emergency leave during the workday for
3 a sudden, unexpected occurrence demanding immediate attention. Leave shall be taken as personal
4 leave,¹ sick leave, or leave without pay. The employee who uses emergency leave shall confirm said
5 leave on appropriate forms the day after returning to work.

6 Principals or administrative supervisors shall keep a tally of the amount of time individual employees
7 are released under this policy, and when the total time reaches one (1) day, the employee shall be charged
8 with one (1) day of applicable leave.

9 JURY DUTY

10 If an employee is summoned for jury duty, he/she shall present written evidence that he/she has been
11 summoned to serve on a jury. The employee shall be entitled to the usual compensation, less the amount
12 paid by the court.²

13 COURT APPEARANCES

14 If an employee appears in court as a plaintiff, defendant, witness,³ or voluntarily appears on behalf of
15 family or friends, personal leave or leave without pay shall be granted.

Legal References

1. TCA 49-5-711(c)
2. TCA 22-4-106(b)
3. TCA 16-15-708; TCA 24-2-109

Cross References

Short Term Leaves of Absence 5.300

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: Click here to enter a date.
		Rescinds: 5.302	Issued: 01/10/19

1 PROFESSIONAL PERSONNEL

2 The time allowed for sick leave for professional personnel shall be one (1) day for each month employed
3 during the school year and shall accumulate for an unlimited number of days.¹

4 Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness
5 or death of a member of the immediate family of a teacher, including the teacher's wife or husband,
6 parents, grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-
7 in-law, son-in-law, brother-in-law, and sister-in-law.²

8 A certificate from the physician on forms furnished by the teacher may be required in support of any
9 claim for sick leave pay.

10 At the beginning of each school year, the system will establish an initial allotment of five (5) sick leave
11 days for each new employee to use during the first five months of employment. Any part of this initial
12 allotment which remains unused at the beginning of the sixth month of employment shall be absorbed
13 by the regular sick leave accrument.

14 A teacher in need of sick leave shall be allowed to use unearned sick leave up to the amount of days
15 which the teacher may accumulate during the remainder of the school year in which he/she is employed.

16 The principal shall notify the director of schools' office at once if an employee is sick beyond the limit
17 of his/her sick leave accumulation. The substitute teacher, beyond this point, must have a certificate or
18 permit and must be paid according to the state salary scale.

19 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
20 director of schools' office.

21 A teacher, upon employment, may transfer his/her accumulated sick leave from another Tennessee
22 school system, provided that the director of schools of the system in which the accumulated leave was
23 held provides notarized verification.³

24 Sick leave for maternity purposes may be taken. A teacher may use up to thirty (30) days of accumulated
25 sick leave for the adoption of a child. If both adoptive parents are teachers only one parent may request
26 leave. Written verification from the adoption agency or other entity handling the adoption shall be
27 required before the leave is granted.¹

28 Sick leave may be taken in one-half (1/2) day increments.

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Personal and Professional Leave	Descriptor Code: 5.303	Issued Date:
		Rescinds: 5.303	Issued: 05/10/01

1 Professional employees shall earn personal and professional leave at the rate of one (1) day for each half-
2 year employed for a total of two (2) days per year. Any personal and professional leave remaining unused
3 at the end of a year shall be credited to sick leave.¹

4 If, at the termination of services, any employee has been absent for more days than leave has been earned,
5 an amount sufficient to cover the excess days used shall be deducted from the employee's final salary
6 payment.²

7 PERSONAL LEAVE

8 Subject to the following conditions, personal leave may be taken at the discretion of the employee:

- 9 1. Except in an emergency, each employee shall give the principal at least five (5) days' notice in
10 writing of intent to take leave;
- 11 2. The approval of the principal of the school shall be required:³
- 12 a. If more than ten percent (10%) of the teachers in any given school request its use on the
13 same day;
- 14 b. If requested during any prior established student examination period;
- 15 c. If requested on the day immediately preceding or following a holiday or vacation period;
- 16 d. If personal leave is requested for days scheduled for professional development or in-
17 service training, according to a school calendar adopted by the Board prior to the
18 commencement of the school year; or
- 19 e. If personal leave is requested for days scheduled for parent-teacher conferences,
20 according to a school calendar adopted by the Board prior to the commencement of the
21 school year.

22 PROFESSIONAL LEAVE

23 Professional leave is a short, temporary absence for the purpose of attending workshops and other
24 meetings relating to school business or serving on boards and commissions which meet during daytime
25 hours when appointed by a mayor, city council, county executive, or county commission.⁴

Legal References

1. TCA 49-5-711(a); TRR/MS 0520-01-02-.04(3)
2. TCA 49-5-711(b)
3. TCA 49-5-711(c)(1)
4. TCA 49-5-205

Cross References

Short Term Leaves of Absence 5.300
Legislative Leave 5.309

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Long-Term Leaves of Absence for Professional Personnel	Descriptor Code: 5.304	Issued Date:
		Rescinds: 5.304	Issued: 09/05/19

1 All personnel holding a position that requires a teacher's license shall be granted leave for military
2 service, legislative service, maternity, adoption, recuperation of health, or visitation of a spouse, child,
3 or parent deployed for military duty out of the country who has been granted rest and recuperation leave.
4 Such personnel may be granted leave for educational improvements or other sufficient reasons as
5 determined by the Director of Schools. If granted, such leave shall not result in the forfeiture of
6 accumulated leave credits, tenure status, or other fringe benefits.¹

7 All leaves shall be requested in writing at least thirty (30) days in advance on forms provided by the
8 Director of Schools. The thirty (30) day notice may be waived or reduced by the Director of Schools
9 upon submission of documentation from a physician. The application for leave forms shall require:

- 10 1. A description of the type of leave requested;
- 11
- 12 2. The requested dates for beginning and ending the leave; and
- 13
- 14 3. A statement of intent to return to the position from which leave is granted.¹

15 Each request for leave shall be acted upon by the Director of Schools within fifteen (15) days. Each
16 applicant shall be notified in writing of the action of the Director of Schools and the beginning and
17 ending dates of the leave which is granted.²

18 All leaves, except military leave, shall be from a specific date to a specific date. However, any leave may
19 be extended by the Director of Schools upon written request from the teacher. Military leave shall be
20 granted for whatever period may be required. The procedure and condition for extending a leave are the
21 same as those used when originally requesting and granting the leave.

22 Leave to visit a spouse, child, or parent deployed for military duty out of the country who has been
23 granted rest and recuperation leave shall be granted for no longer than ten (10) days.³

24 Positions vacated for less than twelve (12) months by teachers on leave shall be filled with an interim
25 teacher while the teacher is on leave. If the teacher returns from leave within twelve (12) months, the
26 interim teacher shall relinquish the position. If the leave exceeds twelve (12) months, the teacher shall
27 be placed in the same or a comparable position upon return.⁴

28 Part-time leaves may be granted by the Director of Schools upon written request for the same conditions
29 as for full-time leave.

1 Any teacher on leave shall notify the Director of Schools at least thirty (30) days prior to the date of
2 return if the teacher does not intend to return to the position from which he/she is on leave. Failure to
3 give such notice shall be considered breach of contract.⁵

4 **PAY AND BENEFITS**

5 All leave granted in conformance with this policy shall be without pay except as may be covered by
6 sick leave in the case of maternity and recuperative leaves. Employees shall have the opportunity to
7 continue participation, at their own expense, in group insurance plans subject to restrictions of the
8 insuring carrier.

Legal References

1. TCA 49-5-702
2. TCA 49-5-703
3. TCA 49-5-704
4. TCA 49-5-705
5. TCA 49-5-706

Cross References

Family and Medical Leave 5.305
Military Leave 5.306
Physical Assault Leave 5.307
Sabbatical Leave 5.308
Legislative Leave 5.309
Interim Employees 5.700

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date: Click here to enter a date.
		Rescinds: 5.305	Issued: 09/05/19

1 ELIGIBILITY

2 Anyone who has been employed for at least twelve (12) months by the school district and anyone who
3 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for
4 service for purposes of FMLA eligibility¹) during the previous twelve (12) month period shall be eligible
5 to use FMLA leave.²

6 GENERAL PRINCIPLES

7 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a **fixed**
8 **calendar year** “rolling” 12-month period measured backward from the date an employee uses any FMLA
9 leave for the following reasons:

- 10 1. The birth of a child;
- 11
- 12 2. The placement of a child with the employee for adoption or foster care;
- 13
- 14 3. A serious health condition of the employee that makes the employee unable to perform the
15 essential functions of his/her job position;
- 16
- 17 4. The care of a spouse, child, or parent of the employee who has a serious health condition; and
- 18
- 19 5. Any qualifying circumstances arising out of the fact that a spouse, child, or parent of the
20 employee is on covered active duty or has been notified of an impending call or order to
21 covered active duty in the Armed Forces.

22 An employee may substitute accrued paid leave for unpaid time. Use of accrued paid leave shall run
23 concurrently with and be counted toward the employee’s total period of FMLA leave.

24 MATERNITY/PATERNITY LEAVE

- 25 1. *Relationship between FMLA leave and Tennessee Maternity Leave Act-* FMLA leave shall run
26 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible
27 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,
28 childbirth, and nursing of a newborn child.³
- 29
- 30 2. *Teachers’ Leave-* In accordance with state law, any teacher who goes on maternity or paternity
31 leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual leave for

1 maternity leave purposes. In order to be eligible to use sick leave, written request of the teacher
2 accompanied by a statement from the teacher's physician verifying pregnancy shall be submitted.
3 Upon verification by a written statement from an adoption agency or other entity handling an
4 adoption, a teacher may also be allowed to use accumulated leave for adoption of a child. If both
5 adoptive parents are teachers employed by the district, however, only one (1) parent is entitled
6 to use such leave.⁴

- 7
- 8 3. Spouses who are both eligible employees of the school district are limited to a combined total of
9 twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken
10 for the birth and care of a newborn child, for the placement of a child for adoption or foster care,
11 or to care for a parent who has a serious health condition. Under certain circumstances, spouses
12 who share leave for the birth or adoption of a child may be eligible for limited amounts of
13 additional leave for other qualifying FMLA reasons.⁵

14 **LEAVE FOR A SERIOUS HEALTH CONDITION⁶**

15 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she
16 is unable to work because of a serious health condition or to care for an immediate family member with
17 a serious health condition. Employees shall contact Human Resources to determine if the reason for
18 leave qualifies as FMLA leave. If the leave is foreseeable, the employee shall give thirty (30) days'
19 notice. If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable,
20 generally, either the same or next business day.

21 **LEAVE FOR MILITARY FAMILY MEMBERS**

- 22 1. *Qualifying Exigency Leave⁷* - Eligible employees are entitled to up to twelve (12) workweeks
23 of leave because of any qualifying exigency arising out of the fact that the spouse, son,
24 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been
25 notified of an impending call to active duty, or has been notified of an impended call to active
26 duty status in the Armed Forces. Qualifying exigencies may include:
27
- 28 a. Issues arising from the service member's short notice deployment;
 - 29 b. Military events and related activities (e.g. official ceremonies, support programs);
 - 30 c. Making or updating financial and legal arrangements;
 - 31 d. Attending counseling;
 - 32 e. Taking up to fifteen (15) days leave to spend time with a covered service member who
33 is on short-term rest and recuperation leave during deployment; or
 - 34 f. Attending post-deployment activities.
- 35
- 36 2. *Military Caregiver Leave⁸* - An eligible employee who is the spouse, son, daughter, parent, or
37 next of kin of a covered service member or covered veteran with a serious injury or illness is
38 entitled to up to twenty-six (26) workweeks of leave in a single twelve (12) month period. A
39 covered service member is a current member of the Armed Forces, including a member of the
40 National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is
41 otherwise in out-patient status, or is otherwise on the temporary disability retired list for a serious
42 injury or illness.
- 43

1 A covered veteran is an individual who was a member of the Armed Forces at any time during
2 the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy
3 that has a serious injury or illness who is currently receiving medical treatment, recuperation, or
4 therapy.

5
6 The single twelve (12) month period for military caregiver leave begins on the first day the
7 employee takes leave for this reason and ends twelve (12) months later. An eligible employee is
8 limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered
9 service member. The maximum of twenty-six (26) workweeks may include no more than twelve
10 (12) workweeks of leave that is taken for the birth and care of a newborn child, for the placement
11 of a child for adoption or foster care, for care of a parent who has a serious health condition, or
12 for the employee's own serious health condition.

13 INTERMITTENT LEAVE⁹

14 Eligible employees may take FMLA leave intermittently when medically necessary to care for a
15 seriously ill family member, because of the employee's own serious health condition, or for the care for
16 a newborn, a newly adopted child, or a newly placed foster care child. When an employee requests
17 foreseeable leave for planned medical treatment and the employee would be on leave for greater than
18 twenty percent (20%) of the total number of working days in the period during which the leave would
19 extend, the school district may require that such employee elect either to take the leave for periods of a
20 particular duration, not to exceed the duration of the planned medical treatment, or to transfer temporarily
21 to an available alternative position offered by the school district for which the employee is qualified and
22 that has equivalent pay and benefits and better accommodates recurring periods of leave.

23 RESTRICTIONS

24 1. Notice Requirements

- 25
26 a. *Employee Notice*¹⁰- For foreseeable leave, the employee shall provide the Director of
27 Schools with at least thirty (30) days written notice before the beginning of the anticipated
28 leave.
29
30 b. *District Notice* - Once it has been established that the leave requested qualifies for
31 FMLA, the Director of Schools/designee shall notify the employee within three (3)
32 business days (absent extenuating circumstances) that any leave taken pursuant to state
33 leave statutes (paid vacation leave, personal leave, sick leave, or workers'
34 compensation) shall run concurrently with FMLA leave.¹¹ The notice may be given
35 orally or in writing. If the notice is oral, it shall be confirmed in writing, no later than
36 the following pay day. **Employees are required to use any available accrued paid leave**
37 **while on FMLA leave.**¹²
38

39 2. Certification Requirement¹³

- 40
41 a. The Director of Schools may require that a request for leave be supported by
42 certification issued by a health care provider with the following information:
43

- 1 i. The date on which the serious health condition commenced;
- 2 ii. The probable duration of the condition;
- 3 iii. The appropriate medical facts within the knowledge of the health care provider
- 4 regarding the condition; and
- 5 iv. A statement that the eligible employee is needed to care for the son, daughter,
- 6 spouse, or parent and an estimate of the amount of time that such employee is
- 7 needed.

- 8
- 9 b. If there is any reason to doubt the validity of the certification provided, the Director of
- 10 Schools may require, at the expense of the school district, an opinion of a second health
- 11 care provider.

12 3. Period Near the End of an Academic Term (Professional Employees)¹⁴

- 13
- 14
- 15 a. If leave is taken more than five (5) weeks prior to the end of the term, the Director of
- 16 Schools may require the employee to continue taking leave until the end of the term if
- 17 the leave is at least three (3) weeks of duration and the return of employment would
- 18 occur during the three (3) week period before the end of the term.
- 19
- 20 b. If the leave is taken five (5) weeks prior to the end of the term, the Director of Schools
- 21 may require the employee to continue taking leave until the end of the term if the leave
- 22 is greater than two (2) weeks duration and the return to employment would occur during
- 23 the two (2) week period before the end of the term.

24 **REQUIREMENTS OF THE BOARD¹⁵**

- 25 1. The employee shall be restored to the same position of employment or an equivalent position
- 26 with no loss of benefits, pay, or other terms of employment.
- 27 2. The employee shall be kept under any group health plan for the duration of the leave.
- 28 3. The Board may recover the premium paid under the following conditions:
- 29
- 30 a. The employee fails to return from leave after the period of leave has expired; and
- 31
- 32 b. The employee fails to return to work for a reason other than the continuation,
- 33 recurrence, or onset of a serious health condition or other circumstances beyond the
- 34 control of the employee.

Legal References

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1—10 (6th Cir. Oct. 17, 2000)
2. 29 USCA § 2601, 2611—2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); TCA 8-50-802(a)(4)
5. 29 CFR § 825.120(a)(3)
6. 29 CFR § 825.113
7. 29 CFR § 825.126
8. 29 CFR § 825.124; 29 CFR § 825.127
9. 29 CFR § 825.202
10. 29 CFR § 825.302-825.304
11. 29 CFR § 825.207
12. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
13. 29 CFR § 825.305-825.313
14. 29 CFR § 825.602
15. 29 USCA § 2614

Cross References

Sick Leave 5.302
Long-Term Leaves of Absence 5.304

Jackson-Madison County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="text-align: center;">Military Leave</h2>	Descriptor Code: 5.306	Issued Date:
		Rescinds: 5.306	Issued: 04/09/09

1 Employees who are members of any reserve component of the Armed Forces of the United States shall
 2 be granted leave of absence for all periods of military service during which they are engaged in the
 3 performance of duty or training in the service of the state or the United States.¹ Reservists who
 4 anticipate military duty during the school year shall give written notice to the Director of Schools
 5 within thirty (30) days of the beginning of the school year of the dates of the anticipated duty. While
 6 performing such duty or training, the employee shall be paid his/her regular salary up to a maximum of
 7 twenty (20) working days in any one (1) calendar year, plus such additional days as may result from
 8 any call to active state duty.²

9 An employee called to active duty by the governor to enforce the laws of the state shall be paid his/her
 10 regular salary for such time as he/she is engaged in the performance of his/her duty, and any time spent
 11 in active state duty shall not count against the twenty (20) day period of leave allowed for military
 12 service.³

13 Request for leaves and extension of leaves shall conform to state law and board policy governing all
 14 leaves of absence. Failure to comply with applicable laws and policies shall constitute grounds for
 15 dismissal.

16 The employee shall supply a copy of the orders for duty, including the dates of departure and return, to
 17 the Director of Schools prior to, or simultaneous with, requesting leave.

Legal References

1. 38 USCA § 4301 *et seq.*; TCA 49-5-702(a)
2. TCA 8-33-109
3. TCA 58-1-106(d); TCA 58-1-109

Cross References

Long Term Leaves of Absence for Professional Personnel
5.304

JMCSS Personnel Status Human Capital Report for February 2021

Personnel Action #	Date	Action	Name	Race/Gender	Position	Location	Salary	New Salary
TRANSPORTATION								
1	2/3/2021	Retired	Theresa Turner	BF	Crossing Guard	Arlington	\$11.12 per/hr	
MAINTENANCE								
1	2/23/2021	Resigned	Dylan Hawkins	WM	Maintenance Journeyman	Maintenance	\$42,369.60	
FOOD SERVICE								
#	Date	Action	Name	Race/Gender	Position	Location	Salary	New Salary
SCHOOL								
#	Date	Action	Name	Race/Gender	Position	Location	Salary	New Salary
1	2/1/2021	New Hire	Matthew Moore	WM	Substitute Teacher	System-wide	\$75.00 per/day	
2	2/1/2021	New Hire	Aliya Weaver	BF	Special Education Assistant	Andrew Jackson	\$15,812.42	
3	2/8/2021	New Hire	Amrael Brown	BF	Science Teacher	North Parkway	\$37,422.00	
4	2/9/2021	New Hire	Michelle Wells	BF	Educational Assistant	Alexander	\$15,812.42	
5	2/16/2021	New Hire	Heather Castano	WF	ESL Teacher	Liberty	\$50,232.00	
6	2/18/2021	New Hire	Joshua Reid	BM	Educational Assistant	Arlington	\$14,642.16	
7	2/22/2021	New Hire	Kimberly King	WF	Registered Nurse	System-wide	\$51,246.00	
8	2/23/2021	New Hire	Essence Knight	BF	School Counselor	Alexander	\$37,968.00	
1	2/1/2021	Resigned	Unjanae Johnson	BF	Transition Coach	System-wide	\$21,531.12	
2	2/1/2021	Passed Away	Lashika Rivers	BF	School Secretary I	West Bemis	\$25,724.66	
3	2/5/2021	Resigned	Theresa Ward-Wilson	BF	Special Education Assistant	East	\$16,397.68	
4	2/9/2021	Passed Away	Cynthia Roebuck	BF	Librarian	North Side	\$50,232.00	
5	2/10/2021	Resigned	Jamie Swaringam	BF	Workplace Readiness Specialist	System-wide	\$15,081.04	
6	2/17/2021	Passed Away	Sabrina Transou	BF	1st Grade Teacher	Lincoln	\$56,630.00	
7	2/22/2021	Retired	Laura Bell	WF	Special Education Teacher	West Bemis	\$60,880.00	
8	2/28/2021	Resigned	Jonathan Allen	WM	Social Worker	JCT	\$57,595.96	
SCHOOL SERVICE CENTER								
#	Date	Action	Name	Race/Gender	Position	Location	Salary	New Salary
1	2/12/2021	Resigned	Carletha Johnson	BF	Special Education Bookkeeper	SSC	\$38,802.40	
LEAVES								
Location	Name	Position	Race/Gender	Leave Date	Return Date			
1	Arlington	Detra Holloway	WF	7/29/2020	5/21/2021			
2	Andrew Jackson	Catina Miller	BF	7/29/2020 (Intermittent)	5/21/2021			
3	Central Office	Kelli Pierce	WF	8/4/2020 (Intermittent)	8/4/2021			
4	Early College High	Cassandra Williams	BF	10/22/2020 (Intermittent)	5/27/2021			
5	Isaac Lane	LaSandra Gill	BF	11/16/2020 (Intermittent)	5/16/2021			
6	North Parkway	Patricia Hill	BF	11/30/2020	4/27/2021			
7	East	Jessica Brown	WF	11/30/2020 (Intermittent)	5/22/2021			
8	Rose Hill	Kevin Doan	WM	12/7/2020	5/21/2021			
9	Denmark	Julie Whyte	WF	1/4/2021 (Intermittent)	5/21/2021			
10	JCT	Alicia Grant	WF	1/4/2021	3/3/2021			
11	Parkview	Rebecca Sage	WF	1/11/2021	3/8/2021			
12	North Parkway	Kayoncia Tate	BF	1/18/2021	3/1/2021			
13	North Side	Tiffany Collins	WF	1/25/2021	3/22/2021			

14	Thelma Barker	Margaret Campbell	ESL Teacher	WF	1/27/2021	3/14/2021
15	Nova	Prudence Maholmes	Special Education Assistant	BF	2/1/2021 (Intermittent)	2/1/2022
16	Central Office	Pamela Woods	Assist. Adm. Secretary	BF	2/3/2021 (Intermittent)	8/12/2021
17	Northeast	Susan Van Tol	School Secretary I	WF	2/8/2021	3/15/2021
18	West Bemis	Sherri Henson	2nd Grade Teacher	WF	2/16/2021	4/19/2021
19	Arlington	Amy Jacques	2nd Grade Teacher	WF	2/18/2021	4/1/2021
VACANCIES						
#	Position	Location	#	Position	Location	
1	Social Worker	JCT				
2	1st Grade Teacher	Lincoln				
3	Autobody CTE Teacher	Liberty				
4	Librarian	North Side				
5	Special Education Teacher	West Bemis				

Teacher Absenteeism
February 2021

	Absence No Pay	Annual Leave	Bonus Leave	Death (Non-Imm. Fam.)	Emergency (Non-Cert)	Illness (Employee Only)	LOA (No Pay)	Local Leave (Cert. Only)	Personal Leave	Sick (Ill-Death Imm. Fam)	Total Gen. Absences	Fed Funded Prof. Dev.	GP Funded Prof. Dev.	Total Prof. Absences	FMLA	Workers Comp	Total FMLA / Workers Comp	Association Leave	Jury Duty	Legislative Leave	Military Leave	Total Civic	Total Days Missed	Absenteeism Rate %
Alexander	0	0	0	0	0	8	0	0	3	7	18	0	0	0	0	0	0	0	0	0	0	0	18	4%
Andrew Jackson	0	0	0	0	0	13	0	0	7	5	25	0	0	0	0	0	0	0	0	0	0	0	25	4%
Arlington	0	0	0	0	0	22	5	0	3	10	40	0	0	0	0	0	0	0	0	0	0	0	40	6%
Community Montessori	0	0	0	0	0	6	0	0	5	18	29	0	0	0	0	0	0	0	0	0	0	0	29	5%
Denmark	10	0	0	0	0	6	0	0	1	4	21	0	2	2	1	0	1	0	0	0	0	0	24	5%
East	0	0	0	0	0	3	0	0	3	5	11	0	0	0	0	0	0	0	0	0	0	0	11	2%
Isaac Lane	0	0	0	0	0	14	5	0	0	5	24	0	0	0	0	0	0	0	0	0	0	0	24	4%
Jackson Careers & Tech	0	0	0	2	0	6	0	0	3	3	14	0	0	0	0	0	0	0	0	0	0	0	14	2%
JCM Early College High	0	0	0	0	0	3	0	0	2	5	10	0	0	0	1	0	1	0	0	0	0	0	11	5%
Liberty	14	0	0	1	0	23	0	0	3	11	52	0	0	0	2	0	2	0	0	0	0	0	54	5%
Lincoln	0	0	0	0	0	13	0	0	1	6	20	0	1	1	17	0	17	0	0	0	0	0	38	8%
Madison	0	0	0	0	0	7	0	0	2	4	13	0	0	0	0	0	0	0	0	0	0	0	13	3%
North Parkway	0	0	0	0	0	20	0	0	6	3	29	0	0	0	10	0	10	0	1	0	0	1	40	5%
North Side	0	0	0	1	0	43	0	0	1	14	59	0	8	8	8	0	8	0	0	0	1	1	76	7%
Northeast	0	0	0	0	0	14	0	0	4	7	25	3	0	3	0	0	0	0	0	0	0	0	28	3%
Nova Early Learning Ctr	0	0	0	0	0	23	0	0	0	10	33	0	0	0	0	0	0	0	0	0	0	0	33	10%
Parkview Prep Academy	0	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	2	1%
Pope	0	0	0	1	0	9	0	0	1	12	23	0	0	0	0	0	0	0	0	0	0	0	23	3%
Rose Hill	0	0	0	1	0	8	0	0	1	13	23	0	0	0	0	0	0	0	0	0	19	19	42	6%
South	0	0	0	0	0	60	0	0	2	3	65	0	0	0	0	0	0	0	0	0	0	0	65	15%
South Side	0	0	0	3	0	18	0	0	0	12	33	0	5	5	0	0	0	0	0	0	16	16	54	5%
Thelma Barker	0	0	0	0	0	27	0	0	1	12	40	0	1	1	0	0	0	0	0	0	0	0	41	5%
West Bemis	0	0	0	0	0	4	0	0	3	2	9	0	0	0	9	0	9	0	0	0	0	0	18	3%
Totals	24	0	0	9	0	350	10	0	52	173	618	3	17	20	48	0	48	0	1	0	0	37	723	5%