

# Regular Board Meeting

February 10, 2020 6:00 PM

MCBOE

|   |                   |
|---|-------------------|
| 1. Agenda   | Julie Keny Cathey |
| 2. Recognitions                                     |                   |
| 1. National School Counseling Week                  | Ginger Tepedino   |
| 3. WTN Production                                   | Maury Wood        |
| 4. MCEA Report                                      | Dana Cordova      |
| 5. Committee Reports/Schedule Committee Meetings    |                   |
| 1. Five-Year Strategic Plan Committee - February 3  | Kristen Gold      |
| 6. Consent Agenda                                   |                   |
| 1. Minutes  |                   |
| 2. Bus Surplus                                      |                   |
| 3. Textbook and Materials Surplus                   |                   |
| 4. Travel Requests                                  |                   |
| 1. MCHS Softball Team (Gulf Shores)                 |                   |
| 2. Spot Lowe Technology Center MLR (UNOH, Lima, OH) |                   |
| 5. J+B Payment Request                              |                   |
| 7. Director's Evaluation Instrument                 |                   |
| 8. New Business                                     |                   |
| 9. Director's Report                                | Jacob Sorrells    |
| 10. Adjourn   | Julie Keny Cathey |
| 11. FYI   |                   |
| 1. Approved Fundraisers                             |                   |
| 2. Free & Reduced                                   |                   |
| 3. Monthly Financial Report                         |                   |
| 4. Travel Requests                                  |                   |
| 5. Use of Facility                                  |                   |

# Marshall County Board of Education

|  |  |                                  |                                 |
|--|--|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in September</b> | Descriptor Term:<br><br><b>Agendas</b> | Descriptor Code:<br><b>1.403</b> | Issued Date:<br><b>11/10/11</b> |
|  |  | Rescinds:<br><b>1.403</b>        | Issued:<br><b>07/21/05</b>      |

1 The Executive Committee of the Board shall be responsible for developing an agenda for each board  
2 meeting. Any board member may recommend items to be placed on the agenda for discussion. The  
3 particular order may vary from meeting to meeting in keeping with the business at hand.  
4

5 The agenda (which shall include the consent agenda), together with supporting materials, shall be given  
6 to board members at least one (1) day prior to the scheduled date of the meeting. The agenda shall be  
7 available for public inspection when it is distributed to the board members. At the beginning of each  
8 meeting the Board shall, by a majority vote, approve changes in the agenda for the meeting, which may  
9 involve the addition to or deletion of items previously included on the agenda. The Board, however,  
10 may not revise board policies or adopt new ones, unless such action has been scheduled.  
11

12 Staff members or citizens of the district may suggest items for the agenda by presenting proposed items  
13 to the director of schools or the chairman of the Board.  
14

15 For items to be considered on the agenda, they must be received in the director of schools' office at  
16 least seven (7) days prior to the scheduled date of the meeting. The person(s) requesting an item on the  
17 agenda shall forward any background information to the director of schools' office so that the material  
18 will be included in the delivery to the board members prior to the meeting.  
19

20 The agenda for regular meetings shall ordinarily allow suitable time for the remarks of those members  
21 of the public who wish to speak.  
22

23 Citizens wishing to address the Board must follow guidelines set forth in policy *Appeals to and*  
24 *Appearances Before the Board* (1.404).  
25

## 26 **CONSENT AGENDA**

27  
28 While developing the agenda, the chair and director of schools shall identify routine or non-controversial  
29 items to be placed on the consent agenda, which shall become a part of the regular agenda. If any  
30 member objects to including an item on the consent agenda, that item shall be moved to the regular  
31 agenda as an action item requiring discussion. The remaining consent items may be adopted in a single  
32 vote without discussion.  
33  
34  
35  
36  
37  
38  
39  
40  
41

# Marshall County Board of Education

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

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

- 6
- 7 1. Special committees shall be appointed by the chairman serving in an advisory capacity shall  
8 ordinarily consist of less than a quorum of board members;
- 9
- 10 2. The committee will be advisory only unless specifically authorized to transact designated business;
- 11
- 12 3. General issues to be discussed by the committee must be approved in advance by the entire Board;
- 13
- 14 4. A committee shall serve no longer than the annual organization meeting of the Board unless  
15 reappointed to finish a designated task; and
- 16
- 17 5. Committee meetings shall be held in accordance with the Open Meetings law.<sup>2</sup>
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32

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

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

# Committees for 2019-2020

## September 16, 2019

### Executive Committee

Julie Keny Cathey, Chairman of the Board  
Jacob Sorrells, Director of Schools

### Policy

\*Andy Woodard

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

### Budget/Education

\* Kristen Gold

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

### Curriculum/Instruction

*(Includes Technology & Attendance)*

\*Julie Keny Cathey

Susan Hunter

Harvey Jones

Kristen Gold

Heidi McElhaney

### Acquisition/Maintenance/Transportation

\*Harvey Jones

Andy Woodard

Robert Warf

John Daniel Allen

William Bell

### Five-Year Strategic Plan

\*Kristen Gold

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

**\*Chairman of Committee**

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



*Five-Year Strategic*

*Plan*

*(2017-2022)*

# Marshall County Board of Education



Julie  
Cathey  
Chairman  
District #5



Jacob  
Sorrells  
Director of  
Schools



William  
Bell  
District #1



Harvey  
Jones  
District #2



Kristen  
Gold  
District #3



Andy  
Woodard  
District #4



John Daniel  
Allen  
District #6



Susan  
Hunter  
District #7



Robert  
Warf  
District #8



Heidi  
McElhaney  
District #9

## **MISSION**

*Our Mission is to maximize learning in all areas for all students.*

## **VISION**

*Our vision is to provide a learning environment which will prepare every student for post-secondary education and/or career success.*

## **BELIEFS**

*In Marshall County school community, we believe that our mission is divided into five essential parts: instruction, learning, assessment, collective decision making, and policy*

# *We are DIVERSE*

*3.88% EL students served in 7 languages or dialects*

*L, T1, T2*

*54.1% economically disadvantaged*

*27.8% direct cert*

*1,949 students enrolled in CTE classes*

*16% students with disabilities*

*IDEA and 504*

- 1. Learning:** Our top priority is to ensure that all students receive a high quality education in a safe, positive learning environment, as they transition into post-secondary life.

provide appropriate feedback. Staff members will use disaggregated data and research-based information to target instruction to students' individual needs.
- 2. Curriculum & Instruction:** Teachers must implement a clear, valid curriculum and use research-based practices and differentiated instruction to maximize results for all students, as they address the learning styles and ability levels of individual students. Teachers must incorporate higher order thinking skills and challenge students to move beyond proficiency and reach their maximum potential. Professional Learning Communities exist at each school site for the benefit of our students and staff. The district is also promoting district-wide PLCs among schools and providing time during the school year for teachers and administrators across the district to collaborate with one another. The new TNReady standards have been embedded in K - 12 curriculum and instruction.

**Collaboration and decision making:** Healthy collaboration among all stakeholders is essential to improving a school system. Decision making must be data-driven, reflect stakeholder input, and ensure equity and adequacy for all external communication. Use of all funding must be priority-driven and targeted to research-based learning while addressing individual student's needs.

**Policy and Procedures:** The Board of Education must ensure that policies provide equity and adequacy for students; are aligned to system goals for student learning; enable students to move beyond achievement targets; and create and maintain a high performing system, while retaining highly qualified personnel at all schools
- 3. Assessment:** All teachers must use formative and summative assessments to maintain clear purpose, measure student achievement, and

# Infrastructure

|   |   |
|---|---|
| <p><b><u>Goal 1 -</u></b><br/><i>Maintain high quality facilities - The district will build and maintain high quality facilities across the district that are both functional and aesthetically pleasing.</i></p> | <p><b><u>Strategy A</u></b> - Implement the roofing plan provided by Stephen Ward and Associates. We must repair and replace roofs in the near future and beyond to ensure the integrity of our facilities.<br/><b><u>Budget</u></b> - \$250,000 for 2020-2021 fiscal year for roof repairs and replacement.<br/><b><u>Evaluation</u></b> - Roofs will continually be monitored and evaluated for leaks. Recommendations for future repairs and replacement will be made by our roofing consultant Mr. Kevin Turner.</p>  |
|   | <p><b><u>Strategy B</u></b> - Work with principals and other district leaders to identify possible areas to target for renovation and improvement. This includes but is not limited to painting, landscaping, paving, replacing windows, handicapped accessibility, and providing general infrastructure improvements as needed.<br/><b><u>Budget</u></b> - Approximately \$490,000 in maintenance annually plus \$300,000 in capital outlay.<br/><b><u>Evaluation</u></b> - Site meetings between principals and maintenance will occur annually to review what has been done on site and what needs to be done in the future. Review the buildings and our plan annually with maintenance</p> |

|  |  |
|--|--|
| <p><b><u>Goal 2 -</u></b><br/> <i>Improve Security - The district will work with the principals and maintenance to provide a safe and secure learning environment.</i></p> | <p><b><u>Strategy A</u></b> - Add additional surveillance cameras at the buildings as well as improve the building access technology.</p>  |
|  | <p><b><u>Evaluation</u></b> - We will use feedback from school staff and administration.</p>   |
|  | <p><b><u>Strategy B</u></b> - Rekey every building in the district using the same hardware. This will eliminate the reproduction of building keys and reduce the overall access to our buildings. One building per year would be targeted to be rekeyed until all of the buildings are on the same system.</p> |

|  |  |
|--|--|
| <p><b><u>Goal 3 -</u></b><br/> <i>Operate our buildings as efficiently as possible- The district will operate all of our buildings in an efficient manner and make cost effective decisions.</i></p> | <p><b><u>Strategy A</u></b> - Continue our working relationship with both Siemens and Trane to increase our energy savings. The cost avoidance for the 2018-2019 school year was 23.2% with a total savings of \$419,317. Based upon current data for the 2019-2020 school year we expect a cost avoidance of 24-25% and total savings around \$425,000.</p> |
|  | <p><b><u>Evaluation</u></b> - Continue to study the numbers provided by our energy specialist Mr. Roy Haislip to look for new areas of possible savings.</p>   |
|  | <p><b><u>Strategy B</u></b> - Annually replace old and non-efficient heat and air units throughout the district to reduce energy consumption and overall costs.</p> <p><b><u>Evaluation</u></b> - Work with maintenance and Mr. Haislip to identify and review problem areas.</p>  |

# Technology

***Goal 1- Student and Teacher  
Technology Hardware Lifecycle Plan***

**Strategy A** - Provide and maintain a student to computer ratio of 1 to 1. Schools and students will receive a device purchased by the district to interact, collaborate, and communicate information with peers; The District has added nearly 6664 Chromebooks since 2016. The goal for 2020 - 2021 is to maintain and replace the current purchased fleet until all student devices are on a three-year lease.

**Budget** -Use Current Resources

**Evaluation**- Determine the effectiveness and utilization of student and teacher devices. Principal observations to evaluate instructional practices using student assigned devices.

**Strategy B** - Provide modern and efficient computers and devices to all teachers and staff using leased funding.

**Budget** -Use Current Resources

**Evaluation** - The Technology Supervisor will conduct an analysis of service request to identify outdated equipment and develop a three-year life-cycle replacement plan.

|  |   |
|--|---|
| <p><b><i>Goal 2 – Enhance Network Bandwidth to meet TN Dept. of Education Testing Requirements</i></b></p> | <p><b><u>Strategy A</u></b> - Perform audits of all Wide Area Networks (WAN) and the LEA ingress/egress bandwidth utilization. Transition qualifying schools to 10GB WAN circuits and the LEA to 5GB circuits.</p> <p><b><u>Budget</u></b> - Use current resources.</p> <p><b><u>Evaluation</u></b> - The Technology Supervisor will work with ENA to upgrade networks resources over a 5-year agreement period using the Nashville Broadband Consortium.</p> |
|--|---|

|   |  |
|---|--|
| <p><b><i>Goal 3 - Update and Secure Network Infrastructure to meet TN Dept. of Education and industry standards</i></b></p> | <p><b><u>Strategy A</u></b> - Conduct a network security analysis of current infrastructure. Perform high level server and network maintenance on a regular basis.</p> <p><b><u>Budget</u></b> - Use Current Resources</p> <p><b><u>Evaluation</u></b> - The Technology Supervisor will work with ENA and partners to conduct security audits and benchmark testing of network resources.</p>  |
|   | <p><b><u>Strategy B</u></b> - Identify necessary system and network equipment lifecycle replacement and/or upgrades. To include cabling, switches, servers, and access points (AP)</p> <p><b><u>Budget</u></b>- Use Current LEA and E-Rate Resources</p> <p><b><u>Evaluation</u></b> - Evaluate current industry standards and education requirements. Technology Supervisor will rate the current network posture based upon current state. testing requirements.</p> |

# Student Services

**Goal 1** - Create a "College Going Culture" in Marshall County Schools- The Schools will work to increase student knowledge of possible post-secondary options, financial aid possibilities, and career options. They will work to build a college-going culture based on early college awareness by nurturing in students the confidence to aspire to college and the resilience to overcome challenges along the way. Maintain high expectations by providing adequate support, building social capital, and conveying the conviction that all students, including special populations, can succeed in college.

**Strategy A** - School Counselors have new standards, a third of which deal with College and Career Readiness Standards. Along with new curriculum, School counselors will work to implement the Eight Components of College and Career Readiness Counseling. This program was developed by the College Board to provide a systematic approach for school counselors to implement across grades K-12- elementary through high school and beyond - to ensure equity both in process and results. Elementary schools are working to increase the students' awareness of post-secondary options by doing such things as creating displays with teachers and their alma maters and using collegiate posters and pennants. **Secondary Schools have had access to Find Your Grind. This is a curriculum which helps students prepare for life outside of the classroom, with meaningful lessons on topics like finding your identity, responsible social media use, digital citizenship, financial literacy, and the job application process.**

**Budget** - Approximately \$10,000 for counseling curriculum which can possibly be pulled from the curriculum budget.

**Evaluation** - We will annually review the program with both counselors and administration in order to monitor and adjust as needed. High School counselors are now on 11th month contracts.

***(Continue) Goal 1-*** Create a "College Going Culture" in Marshall County Schools- The Schools will work to increase student knowledge of possible post-secondary options, financial aid possibilities, and career options. They will work to build a college-going culture based on early college awareness by nurturing in students the confidence to aspire to college and the resilience to overcome challenges along the way. Maintain high expectations by providing adequate support, building social capital, and conveying the conviction that all students, including special populations, can succeed in college.

**Strategy B** - We continue to host the annual college fair, financial aid nights, and college goal meetings that are held by each of the three high schools, the counselors will plan and host an informational meeting starting with the TN Promise/Hope Lottery scholarship. High schools will also host Fafsa Frenzy and College App Week - two state initiatives to help promote post-secondary attrition. They are also host a "College Signing Day" in May for all students that have been accepted into a post-secondary institution.

**Budget** - NA

**Evaluation** - We will annually review the program with both counselors and administrators in order to monitor and adjust as needed. **Our college fair continues to grow. It has been moved into the gym at MCHS from the hallways to accommodate the growth.**

**Strategy C** - Marshall County Schools will continue to build their partnership with the TN Pathways Program to ensure more K - 12 students are attaining post secondary degrees in alignment with the Drive to 55 Initiative.

**Budget** - N/A

**Evaluation** - More EPSO offerings at the high school level such as AP courses, Industry Certifications, Dual Enrollment offerings. **Our Dual Enrollment offerings continue to increase through more courses from Columbia State and TCAT Pulaski and TCAT Shelbyville.**



**Strategy A** - Elementary school principals along with the attendance supervisor and social workers will conduct a Tardy Board each month to address elementary children with excessive tardies. The long-term goal of this procedure is to teach children at an early age of the importance of coming to school regularly and on time with this habit eventually following the student into the job world.

**Budget** - N/A

**Evaluation** - Number of students referred to Tardy Board. Only one tardy board has been necessary so far during the 2018-19 year of August - February. Our Tardy Board has proven to be successful. **\*Although we know tardies will never go away completely, the number of elementary tardies have decreased. Again, we have conducted only one Tardy Board this school year for August - February.**

---

**Strategy B** - Principals will make sure to follow through with the new attendance policy and progressive truancy procedures. Parents will be contacted by automated calling or a personal call when students are absent. After three consecutive absences, parents will be contacted to determine the nature of the absence. After two unexcused absences, parents will be notified by mail. After three unexcused absences, the first tier of intervention will be initiated.

**Budget** - NA

**Evaluation** - Data on absences and truancy court referrals each year and the state accountability data on chronic absenteeism. **\*Our first Truancy Board is scheduled for February this year. The elementary parent note policy is being decreased next year from 5 to 3 per semester.**

**Goal 2 - Lower Absenteeism and Truancy** - *The district social workers will work with the principals to lower the absentee rate and decrease truancy with all students, including special populations. Students must be in school to learn.*

|   |   |
|---|---|
| <p><b><u>(Continue) Goal 2 - Lower Absenteeism and Truancy</u></b> - The district social workers will work with the principals to lower the absentee rate and decrease truancy with all students, including special populations. Students must be in school to learn.</p> | <p><b><u>Strategy C</u></b> - School Nurses are working to identify common illnesses that cause absenteeism and then work to educate students on ways to avoid or at least decrease the chance of contracting the illness.</p> <p><b><u>Budget</u></b> – N/A</p> <p><b><u>Evaluation</u></b> - We added one nurse at Marshall County High School. Nurses continue to be a vital part of our school’s fight against chronic absenteeism.</p> |
|---|---|

|  |   |
|--|---|
| <p><b><u>Goal 3 - Provide students with an environment that meets their physical, social, and emotional needs</u></b> - We must do everything possible to meet the needs of all students, including special populations, through various programs and activities. It is our goal to provide a learning environment and the tools necessary for all students to be academically successful.</p> | <p><b><u>Strategy A</u></b> - Character Education Curriculum</p> <p><b><u>Budget</u></b> - \$5,000</p> <p><b><u>Evaluation</u></b> - Annual review of various local and state reports for discipline, attendance, and bullying.</p>   |
|  | <p><b><u>Strategy B</u></b> - Provide Olweus/Best Practices in School Climate &amp; Bullying Curriculum in every school. <b>We conducted an updated training for school administrators and counselors before school started this year. STARS counselors are providing PD for our schools throughout this year.</b></p> <p><b><u>Budget</u></b> - \$6,000</p> <p><b><u>Evaluation</u></b> - Annual review of various local and state reports for discipline, attendance, and bullying.</p> |

|   |  |
|---|--|
| <p><b><u>(Continue) Goal 3 - Provide students with an environment that meets their physical, social, and emotional needs - We must do everything possible to meet the needs of all students, including special populations, through various programs and activities. It is our goal to provide a learning environment and the tools necessary for all students to be academically successful.</u></b></p> | <p><b><u>Strategy C</u></b> - Provide access to a clinical therapist/counselor for students at school.</p> <p><b><u>Budget</u></b> - N/A</p> <p><b><u>Evaluation</u></b> - Review of referrals to Mercy Health Care Counselors. <b>Mercy continues to be a very helpful partner for our student mental health needs. We have waiting lists but only because Mercy has not been able to fill the last position needed to cover all our schools.</b></p> |
|---|--|

## **Elementary Education**

|   |  |
|---|--|
| <p><b><u>Goal 1- Build skills in early grades (K-3) to contribute to future success. Ensure that students in kindergarten through third grade students receive rigorous, standards-based instruction that is based on the principles of the Science of Reading.</u></b></p> | <p><b><u>Strategy A-</u></b> Provide high quality professional development opportunities and materials to refine skills and strategies to teach the Tennessee Academic standards.</p> <p><b><u>Budget-</u></b> The existing professional development budget will be used to provide high-quality professional development for K-3 teachers.</p> <p><b><u>Evaluation-</u></b> Teacher observations using the Literacy Learning Walk Tool and state-developed screener scores.</p> <hr/> <p><b><u>Strategy B-</u></b> Attract and retain high quality personnel</p> <p><b><u>Budget-</u></b> Give all teachers a raise if possible.</p> <p><b><u>Evaluation-</u></b> The monthly personnel report will be used to determine if we have been able to retain our strongest teachers.</p> |
|---|--|

|  |  |
|--|--|
| <p><b><i>(Continue) Goal 1- Build skills in early grades (K-3) to contribute to future success. Ensure that students in kindergarten through third grade students receive rigorous, standards-based instruction that is based on the principles of the Science of Reading.</i></b></p> | <p><b><u>Strategy C</u></b> - Continue to work with the TDOE, SCORE, TNTP and LIFT to improve Tier I ELA instruction. This partnership includes district walk-throughs using the Literacy Learning Walk Tool, professional development opportunities and consultation services.</p> <p><b><u>Budget</u></b> - n/a</p> <p><b><u>Evaluation</u></b> - Data from the Literacy Learning Walk tool will be evaluated to determine the impact of the district’s work with these partners.</p> <hr/> <p><b><u>Strategy D-</u></b> Ensure that teachers have an understanding of the characteristics of Dyslexic students and know and use effective instructional strategies with these students.</p> <p><b><u>Budget-</u></b> Use the existing professional development budget to send teachers to high-quality Dyslexia-specific training and to broaden the offerings of the annual Dyslexia Summit.</p> <p><b><u>Evaluation-</u></b> Professional development attendance will be monitored.</p> |
|--|--|

|   |  |
|---|--|
| <p><b><i>Goal 2- Marshall County will be ranked # 1 in the South Central region on the TNReady assessment in ELA &amp; Math for grades 3-6.</i></b></p> | <p><b><u>Strategy A-</u></b> Attract and retain high quality personnel.</p> <p><b><u>Budget-</u></b> Give all teachers a raise if possible.</p> <p><b><u>Evaluation-</u></b> The monthly personnel report will be used to determine if we have been able to retain our strongest teachers.</p> |
|---|--|

***(Continue) Goal 2-*** Marshall County will be ranked # 1 in the South Central region on the TNReady assessment in ELA & Math for grades 3-6.

**Strategy B** - Provide high quality professional development opportunities and materials to refine skills and strategies to teach the Tennessee Academic standards.

**Budget** -Existing professional development budget.

**Evaluation** - Teacher observations using the Instructional Practices Guide will be used to evaluate teacher practices. Teacher and administrator feedback will be used to evaluate the effectiveness of the professional development and quality of the materials.

**Strategy C**- Provide or develop high-quality assessments (CFAs and district benchmarks) and usable data in grades 2-6 for ELA. *The state should be developing formative assessments in the next two years for districts to use.*

**Budget** - N/A

**Evaluation**- School and district leaders will evaluate the assessments for rigor and alignment to the state testing blueprints.

## **Career and Technical Education**

**Goal 1** - Match CTE program offerings with local workforce demands and provide quality instruction in those areas - The district will continue to provide opportunities for students that lead to high-skill, high-wage, and high-demand career opportunities.

**Strategy A** - Continue to provide students with supplies, equipment and facilities that are up-to-date and that are aligned with business/industry needs.

**Budget** - No new money required

**Evaluation** - Business/Industry needs will continue to be evaluated by teachers and the CTE Director in order to remain up to date with equipment and resources.

***(Continue) Goal 1 - Match CTE program offerings with local workforce demands and provide quality instruction in those areas - The district will continue to provide opportunities for students that lead to high-skill, high-wage, and high-demand career opportunities.***

**Strategy B** - Collaborate with business and industry leaders to determine the needs of Marshall County's employers and align our program offerings with those needs. Continue the dual enrollment partnership with TCAT-Shelbyville to provide an Information Technology program of study.

**Budget** - No new local money required

**Evaluation** - Program offerings will also be evaluated to determine what courses should be offered to meet the needs of Marshall County's employers.

**Strategy C** - Recruit and retain qualified CTE teachers utilizing the following:

- Continue to recognize up to five years of related experience for occupationally licensed teachers.
- Continue to compensate CTE teachers, who advise CTSOs, with a stipend for additional time spent.
- Include occupational teachers, with an apprentice license, in the differentiated pay plan to assist them with tuition for the courses required to advance their license.

**Budget** - \$6,000 addition to annual budget

|  |  |
|--|--|
| <p><b><i>Goal 2 - Postsecondary and Career Awareness - The Career and Technical Education Department will make sure students are aware of post-secondary and career opportunities that exist in, or around, Marshall County. Additionally, students will have the opportunity to earn early post-secondary credits (EPSO) and industry certifications assisting in the development of “Ready Graduates.”</i></b></p> | <p><b><u>Strategy A</u></b> - Each CTE course that is offered at Spot Lowe will have a corresponding field trip destination to expose students to local businesses/industry and career opportunities.</p> <p><b><u>Budget</u></b> - No new money required</p> <p><b><u>Evaluation</u></b> - A log is kept to ensure all Spot Lowe students have been afforded this opportunity. Additionally, CTE teachers contact previous graduates to determine if they are employed in a related area.</p> |
|  | <p><b><u>Strategy B</u></b> - Each Fall, all Spot Lowe juniors are taken on a field trip to TCAT-Shelbyville, seniors go to TCAT-Pulaski, and sophomores travel to MTSU.</p> <p><b><u>Budget</u></b> - No new money required</p> <p><b><u>Evaluation</u></b> - CTE teachers contact previous graduates to determine if they are enrolled in a post-secondary school.</p>   |

***(Cont.) Goal 2- Postsecondary and Career Awareness - The Career and Technical Education Department will make sure students are aware of post-secondary and career opportunities that exist in, or around, Marshall County. Additionally, students will have the opportunity to earn early post-secondary credits (EPSO) and industry certifications assisting in the development of “Ready Graduates.”***

**Strategy C** - Students will be given opportunities to dual enroll with TCAT Pulaski in the areas of welding, machining and industrial maintenance and with TCAT Shelbyville in the areas of information technology and advanced computer applications. Statewide dual credit courses will be offered in business, agriculture and criminal justice. All of these courses will be held on campus. Dual credit exams will be offered by TCAT-S in the areas of machining, welding, industrial maintenance, and automotive.

**Budget** - No new local money required

**Evaluation** - CTE Director will monitor enrollment in these classes.

**Strategy D** - Health Sciences students, who enroll in the Nursing Education course, will have the opportunity to participate in a Certified Nursing Assistant (CNA) program at a local nursing home.

**Budget** - No new money required

**Evaluation** - Health Science teachers and CTE Director will monitor enrollment in the nursing education class and successful completion of the CNA exam.

***Goal 3 - Students will be provided with opportunities to develop leadership and career skills.***

**Strategy A** - All CTE programs will have a corresponding Career and Technical Student Organization (CTSO). The CTSO provides students the opportunity to demonstrate skills learned and also to develop soft skills and leadership characteristics.

**Budget** - No new money required

**Evaluation** - CTE teachers include documentation of CTSO participation in their monitoring notebook.

**Strategy B** - Students who have demonstrated characteristics of good employees and who have proven proficiency in course content are given the opportunity to participate in a Work- Based Learning (WBL) opportunity. WBL students are able to leave campus, during fourth block, to job shadow or intern in a local business.

**Budget** - No new money required

**Evaluation** - WBL supervisors submit paperwork to the CTE Director documenting students who are participating in the program. They randomly check on students to ensure employer satisfaction.

# Secondary Education

**Goal 1** - *Improve the District's Average ACT composite score - The district's average composite ACT score will rank # 1 in South Central and grow from 18.9 to 21 by 2021. This includes special populations. Last year's graduating class (2019) averaged a 20.6 composite for Marshall County as a whole, an increase of .6 a point from 2018's graduating class 's composite of 20.0.*

**Strategy A** - Use the scores from a retired ACT test to group students for ACT Bootcamps in the spring of their junior year. The district will require all sophomores to take a released ACT test on the juniors' ACT day (March 17) and send the answer sheets to Analyze ED (Pareto) for results. All three schools will use the data from the Pareto tests to group the juniors for instruction in tackling each of the four subtests. Each group will work on the strategies and skills which will most help that group. For instance, students scoring 28 and above don't need instruction in the same skills that students scoring in the 12-18 range need. This allows teachers to individualize instruction. Schools will also familiarize students with the free ACT Academy to help students improve their ACT scores at home.

**Budget** - \$6,500 for 2020-2021 fiscal year (\$13.00 a test X 500 sophomores + postage)

**Evaluation** - Principals will submit their plans for remediating students to help them improve their ACT scores. The next year's ACT scores should indicate improvement. The district will also compare the average composite scores from the sophomore year to the spring junior ACT to track progress.

**(Continue) Goal 1** - *Improve the District's Average ACT composite score - The district's average composite ACT score will rank # 1 in South Central and grow from 18.9 to 21 by 2021. This includes special populations. Last year's graduating class (2019) averaged a 20.6 composite for Marshall County as a whole, an increase of .6 a point from 2018's graduating class 's composite of 20.0.*

**Strategy B** - Provide quality professional development in various formats for teachers and administrators. The district will bring in proven ACT specialists to work with our teachers and administrators to implement concrete strategies to improve student performance on the ACT. The district office will, also, pay for substitutes and mileage for teachers and administrators to attend out-of-county workshops on ACT strategies. Substitutes will be funded so that the ACT committees in every high school have time to collaborate and implement their respective school plans.

**Budget** - \$6,000 annually in the professional development budget earmarked for ACT programs.

**Evaluation** – Sign-in sheets and agendas from professional development of teachers for ACT strategies. The next year's ACT scores for the same group of students compared to last year's scores. A spreadsheet has been compiled to track ACT progress for each high school.

**Goal 2** - *Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary ELA, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning.*

**Strategy A** - Attract and retain high-quality personnel.

**Budget** - Money to provide all teachers with a raise.

**Evaluation** - The monthly personnel report will be used to determine if we have been able to retain our strongest teachers.

***(Cont.) Goal 2 - Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary ELA, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning.***

***Strategy B*** - The district will provide professional development opportunities and resources for literacy to improve teaching practices and student outcomes. The district will provide resources to implement ELA Guidebooks from the Louisiana Believes Project, an aligned curriculum with teaching and learning resources, in every tested grade. This will engage teachers and students in complex texts and aid teachers in facilitating lessons which meet the rigor and depth of the new ELA standards.

***Budget*** - Money will be used from the professional development budget to pay for subs and training for teachers. Money from materials and supplies will be used to provide grade-level texts and materials for teachers.

***Evaluation*** - Teacher observations using the Instructional Practices Guide will be used to evaluate teacher practices. Teacher and administrator feedback will be used to evaluate the effectiveness of the professional development and quality of the materials. Also, we will compare the numbers of proficient/advanced students in ELA with numbers from the previous year to measure progress. We will use feedback from school staff and administration about the professional development to refine and revamp this as we progress.

***(Cont.) Goal 2 - Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary ELA, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning.***

**Strategy C** - The district will provide time for teachers to collaborate in both school and district-wide professional learning communities.

**Budget** - \$2,000 (for substitutes during countywide PLCs and to observe master teachers' classes).

**Evaluation** - We will compare the numbers of on-track/mastered students in ELA with the numbers from the previous years. We will, also, use feedback from teachers and administration.

**Strategy D** - District leaders will meet in district data meetings monthly to review progress toward both ACT and TNReady goals. The instruction behind the data will also be analyzed to make sure that county common assessments, pacing guides, and instruction are addressing current standards and up-to-date best practices.

**Budget** - \$0

**Evaluation** - End-of-the-year scores for ACT and TNReady will be compared with the common assessment data throughout the year to check for the accuracy of our county data to measure progress toward the goals of improving ACT and TNReady goals. We will use end-of-year data to evaluate strengths and weaknesses in our current county PLC documents.

***(Cont.) Goal 2 - Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary ELA, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning.***

***Strategy E*** - Continue to work with Instruction Partners to improve Tier I ELA instruction. This partnership includes district walk-throughs using the IPG tool, professional development opportunities and consultation services.

***Budget*** - \$26,000 annually

***Evaluation*** - Data from the IPG tool will be evaluated to determine the impact of the district's work with Instruction Partners. Results for TCAP and EOC ELA tests will be monitored for improvement.

***Strategy F*** - Provide training in a structured program to develop teacher leaders who will mentor new and weaker teachers and provide technology instruction.

***Budget*** - \$6,000 from differentiated pay for mentor teacher leaders and \$6,000 from the professional development budget for technology teacher leaders

***Evaluation*** - Assessment forms from both the Teacher Leader program participants, other teachers in their respective buildings, and administrators. Overall county student scores will also be used.

|   |  |
|---|--|
| <p><b>Goal 3</b> - Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary math, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning in math.</p> | <p><b>Strategy A</b> - Attract and retain high-quality personnel.</p> <p><b>Budget</b> - Money to provide a raise for all teachers. Given the difficulty in finding certified teachers in high school math, chemistry, and physics, we need to continue to offer a signing bonus of \$3,000 for teachers in these areas with a two-year contract.</p> <p><b>Evaluation</b> - The monthly personnel report will be used to determine if we have been able to retain our strongest teachers and fill open positions in math, chemistry, and physics.</p>   |
|   | <p><b>Strategy B</b> - The district will provide professional development opportunities and resources for math to improve teaching practices and improve student outcomes with the new math standards.</p> <p><b>Budget</b> - \$45,000 annually which includes a (This is the same \$45,000 in Goal 2 of secondary and in Goals 2 and 3 of elementary)</p> <p><b>Evaluation</b> - We will compare the numbers of on-track/mastered students in math with the numbers from the previous year to measure progress. We will use the feedback from teachers and administration to analyze the quality of the professional development.</p> |

***(Continue) Goal 3 - Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary math, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning in math.***

**Strategy C** - The district will provide time for teachers to collaborate in both school and district-wide professional learning communities.

**Budget** - \$2,000 (for substitutes during countywide PLCs and time to observe master teachers' classes).

**Evaluation** - We will compare the numbers of on-track/mastered students in math with the numbers from the previous year to measure progress. In addition, we will use the feedback from teachers and administration.

**Strategy D** - District leaders will meet in district data meetings monthly to review progress toward both ACT and TNReady goals. The instruction behind the data will also be analyzed to make sure that county common assessments, pacing guides, and instruction are addressing current standards and up-to-date best practices.

**Budget** - \$0

**Evaluation** - End-of-the-year scores for ACT and TNReady will be compared with the common assessment data throughout the year to check for the accuracy of our county data to measure progress toward the goals of improving ACT and TNReady goals. We will use end-of-year data to evaluate strengths and weaknesses in our current county PLC documents.

***(Continue) Goal 3 - Rank # 1 in the South Central Region and increase the number of on-track/mastered learners in secondary math, including special populations, by 10% by 2021. The district will provide professional development, resources, and support through county-wide PLC collaboration to provide tools for teachers to improve student learning in math.***

**Strategy E** - Provide training in a structured program to develop teacher leaders who will mentor new and weaker teachers and provide technology professional development.

**Budget** - \$6,000 from differentiated pay and \$6000 from the professional development budget

**Evaluation** - Assessment surveys from the teacher leader program participants, other teachers in their respective buildings, and administrators. Overall student scores for the county will also be used.

# Evaluation

| YR 1 | YR 2 | YR 3 | YR 4 | YR 5 |
|------|------|------|------|------|
|------|------|------|------|------|

## Infrastructure - Mr. Beasley

- Goal 1 – Maintain High Quality Facilities
- Goal 2 – Improve Security
- Goal 3 – Operate Buildings as Efficiently as Possible

|     |     |     |     |     |
|-----|-----|-----|-----|-----|
| 10% | 20% | 40% | 60% | 80% |
| 20% | 40% | 60% | 80% | 90% |
| 80% | 80% | 80% | 85% | 85% |

## Technology - Mr. Spivy

- Goal 1 – Technology Hardware
- Goal 2 – Enhance Network Bandwidth
- Goal 3 – Network Infrastructure Security

|     |     |     |     |     |
|-----|-----|-----|-----|-----|
| 5%  | 10% | 25% | 65% | 85% |
| 5%  | 30% | 40% | 70% | 85% |
| 25% | 50% | 70% | 75% | 75% |

## Student Services - Mrs. Tepedino

- Goal 1 – Create a College Going Culture
- Goal 2 – Lower Absenteeism and Truancy
- Goal 3 – Provide Students with an Environment That Meets Their Physical, Social, and Emotional Needs

|     |     |     |     |      |
|-----|-----|-----|-----|------|
| 70% | 80% | 90% | 95% | 100% |
| 80% | 90% | 90% | 95% | 95%  |
|     |     | 50% | 55% | 75%  |

## Elementary Education - Ms. Lewis

- Goal 1 – Build Skills in Early Grades (K-2) to Contribute to Future Success
- Goal 2 – Rank #1 in South Central on TNReady Assessments in ELA and Math for Grades 3-8

|            |            |            |            |            |
|------------|------------|------------|------------|------------|
| <b>40%</b> | <b>50%</b> | <b>60%</b> | <b>65%</b> | <b>65%</b> |
| <b>40%</b> | <b>50%</b> | <b>60%</b> | <b>65%</b> | <b>70%</b> |

## Career and Technical Education- Mr. Stacey

- Goal 1 – Match CTE Offerings with Local Workforce Demands
- Goal 2 – Postsecondary and Career Awareness
- Goal 3 – Students will be Provided with Opportunities To Develop Leadership and Career Skills

|            |            |            |            |            |
|------------|------------|------------|------------|------------|
| <b>70%</b> | <b>80%</b> | <b>90%</b> | <b>95%</b> | <b>98%</b> |
| <b>80%</b> | <b>90%</b> | <b>90%</b> | <b>95%</b> | <b>98%</b> |
| <b>50%</b> | <b>60%</b> | <b>70%</b> | <b>80%</b> | <b>85%</b> |

## Secondary Education- Mrs. Smith

- Goal 1 – Improve District’s Average ACT Composite And Rank #1 in South Central
- Goal 2 – Rank #1 in South Central on TNReady Assessments in ELA for grades 7-11
- Goal 3 – Rank #1 in South Central on 7-11 TNReady Math Assessment

|            |            |            |            |            |
|------------|------------|------------|------------|------------|
| <b>10%</b> | <b>20%</b> | <b>50%</b> | <b>55%</b> | <b>65%</b> |
| <b>20%</b> | <b>40%</b> | <b>40%</b> | <b>60%</b> | <b>60%</b> |
| <b>80%</b> | <b>80%</b> | <b>80%</b> | <b>80%</b> | <b>80%</b> |



# Marshall County Board of Education

|  |  |                                  |                                 |
|--|--|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in September</b> | Descriptor Term:<br><br><b>Agendas</b> | Descriptor Code:<br><b>1.403</b> | Issued Date:<br><b>11/10/11</b> |
|  |  | Rescinds:<br><b>1.403</b>        | Issued:<br><b>07/21/05</b>      |

1 The Executive Committee of the Board shall be responsible for developing an agenda for each board  
2 meeting. Any board member may recommend items to be placed on the agenda for discussion. The  
3 particular order may vary from meeting to meeting in keeping with the business at hand.  
4

5 The agenda (which shall include the consent agenda), together with supporting materials, shall be given  
6 to board members at least one (1) day prior to the scheduled date of the meeting. The agenda shall be  
7 available for public inspection when it is distributed to the board members. At the beginning of each  
8 meeting the Board shall, by a majority vote, approve changes in the agenda for the meeting, which may  
9 involve the addition to or deletion of items previously included on the agenda. The Board, however,  
10 may not revise board policies or adopt new ones, unless such action has been scheduled.  
11

12 Staff members or citizens of the district may suggest items for the agenda by presenting proposed items  
13 to the director of schools or the chairman of the Board.  
14

15 For items to be considered on the agenda, they must be received in the director of schools' office at  
16 least seven (7) days prior to the scheduled date of the meeting. The person(s) requesting an item on the  
17 agenda shall forward any background information to the director of schools' office so that the material  
18 will be included in the delivery to the board members prior to the meeting.  
19

20 The agenda for regular meetings shall ordinarily allow suitable time for the remarks of those members  
21 of the public who wish to speak.  
22

23 Citizens wishing to address the Board must follow guidelines set forth in policy *Appeals to and*  
24 *Appearances Before the Board* (1.404).  
25

## 26 **CONSENT AGENDA**

27  
28 While developing the agenda, the chair and director of schools shall identify routine or non-controversial  
29 items to be placed on the consent agenda, which shall become a part of the regular agenda. If any  
30 member objects to including an item on the consent agenda, that item shall be moved to the regular  
31 agenda as an action item requiring discussion. The remaining consent items may be adopted in a single  
32 vote without discussion.  
33  
34  
35  
36  
37  
38  
39  
40  
41

# Marshall County Board of Education

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

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

8 The minutes shall include:

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

---

Legal References:

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

---

Cross References:

Duties of Officers 1.201

---

January 13, 2020

The Marshall County Board of Education met in regular session on Monday, January 13, 2020, at 6:00 p.m., in the Board Conference Room at Jones School.

Members present were John Daniel Allen, William Bell, Julie Keny Cathey, Kristen Gold, Susan Hunter, Harvey Jones, Heidi McElhane, Robert Warf, and Andy Woodard. No members were absent.

Pledge/Prayer

Ms. Hunter made a motion, with a second by Mr. Allen, to approve the agenda. The motion passed 9-0.

Director Sorrells recognized students who scored a perfect 36 on one or more ACT subtests.

There was no MCEA Report.

During the Policy Committee report, Mr. Woodard made a motion, with a second by Mr. Warf to approve the following policies with changes: 4.200 Curriculum Development, 4.201 Basic Program, 4.406 Use of the Internet, 4.602 Class Ranking, 5.601 Conflict of Interest, 5.607 Non-School Employment, 5.701 Substitute Teachers, 6.200 Attendance, 6.411 Student Wellness, and 6.603 Student Records Use of Records (delete). The motion passed 9-0.

Ms. Cathey reminded board members of the January 21 Literacy and Dyslexia Workshop at 6:00 p.m. and set the Five-Year Strategic Plan Committee Meeting for 5:30 p.m. on February 3.

Presented under Consent Agenda: December 9, 2019, board meeting minutes, and Technology Surplus. Mr. Jones made a motion, with a second by Mr. Warf, to approve the consent agenda. The motion passed 9-0.

Ms. Gold made a motion, with a second by Ms. Hunter, to approve the following resolutions: Budget Additional Revenues, Budget Insurance Proceeds, Transfer Funds, and Amend the Budgeted Beginning Fund Balance for the GP School Fund and School Food Service Fund. The motion passed 9-0.

There was no new business.

During the Director's Report: Mr. Warf made a motion to approve the Johnson + Bailey Architects Pay Request. The motion passed 9-0.

Mr. Sorrells thanked the board members for their dedication to the students of Marshall County.

Ms. Cathey concluded the meeting by thanking the schools, on behalf of the board, for the many gifts in recognition of School Board Appreciation Week.

The meeting adjourned at 6:10 p.m.

Respectfully Submitted,

---

Julie Keny Cathey, Chair

---

Jacob Sorrells, Director

# Marshall County Board of Education

|  |   |                                  |                                 |
|--|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in January</b> | Descriptor Term:<br><b>Surplus Property Sales</b> | Descriptor Code:<br><b>2.403</b> | Issued Date:<br><b>08/12/19</b> |
|  |   | Rescinds:                        | Issued:                         |

1 The Director of Schools shall prepare a list of unusable items for Board approval.<sup>1</sup> The list shall contain  
2 the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
4 circulation at least seven (7) days prior to the sale.

5 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be  
6 disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools  
7 and the Board Chair shall agree in written form that the property is of no value or is of less value than  
8 five hundred dollars (\$500).<sup>2</sup>

9 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the  
10 Board shall approve other methods of disposal.<sup>3</sup>

11 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall  
12 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

## 13 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>4</sup>**

14 When equipment that was purchased with federal dollars is no longer needed for the original project or  
15 program or for other activities currently or previously supported by a federal agency, disposition of the  
16 equipment shall be made as follows:

- 17 1. Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained,  
18 sold, or otherwise disposed of with no further obligation to the awarding agency; or
- 19 2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained  
20 or sold, and the awarding agency shall have a right to an amount calculated by multiplying the  
21 current market value or proceeds from sale by the awarding agency's share of the equipment.

---

### Legal References:

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007; Public Acts of 2019, Chapter No. 413
3. TCA 12-2-403(a)
4. 2 CFR § 200.313

### Cross References

- Duties of Officers 1.201
- Inventories 2.702
- Textbooks 4.401

### Buses Needing to be Disposed Of

| Bus Number | Make                  | Year |
|------------|-----------------------|------|
| 14         | Blue Bird             | 1998 |
| 16         | Blue Bird             | 1998 |
| 17         | Blue Bird             | 2001 |
| 18         | Blue Bird             | 2000 |
| 20         | Blue Bird             | 2001 |
| 21         | Blue Bird             | 2000 |
| 22         | Blue Bird             | 2001 |
| 29         | Blue Bird             | 2004 |
| 32         | Thomas                | 2004 |
| 33         | Thomas                | 2004 |
| 35         | Thomas                | 2005 |
| 41         | Blue Bird             | 2006 |
| 23         | Blue Bird (Runs Good) | 2001 |
| 92         | Blue Bird (Runs Good) | 1993 |

Bus 23 & 92 are good buses, but mileage and age prevent them from being used as a school bus. These two should be sold as drivable buses. All others should probably be sold as scrap. All usable parts have been removed.

# Marshall County Board of Education

|  |   |                                  |                                 |
|--|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually, in January</b> | Descriptor Term:<br><b>Surplus Property Sales</b> | Descriptor Code:<br><b>2.403</b> | Issued Date:<br><b>08/12/19</b> |
|  |   | Rescinds:                        | Issued:                         |

1 The Director of Schools shall prepare a list of unusable items for Board approval.<sup>1</sup> The list shall contain  
2 the following information: name of item, date of purchase, and reason for disposal.

3 All unusable items shall be sold to the highest bidder after advertising in a newspaper of general  
4 circulation at least seven (7) days prior to the sale.

5 Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be  
6 disposed of without the necessity of bids. In order for such disposal without bids, the Director of Schools  
7 and the Board Chair shall agree in written form that the property is of no value or is of less value than  
8 five hundred dollars (\$500).<sup>2</sup>

9 If reasonable attempts to dispose of surplus properties fail to produce monetary return to the district, the  
10 Board shall approve other methods of disposal.<sup>3</sup>

11 Surplus equipment will be auctioned off by the district at the end of the school year. The Board shall  
12 approve all surplus equipment prior to the materials being disposed of at the end of the school year.

## 13 **DISPOSITION OF EQUIPMENT PURCHASED WITH FEDERAL DOLLARS<sup>4</sup>**

14 When equipment that was purchased with federal dollars is no longer needed for the original project or  
15 program or for other activities currently or previously supported by a federal agency, disposition of the  
16 equipment shall be made as follows:

- 17 1. Items of equipment with a current per-unit fair market value of less than \$5,000 may be retained,  
18 sold, or otherwise disposed of with no further obligation to the awarding agency; or
- 19 2. Items of equipment with a current per unit fair market value in excess of \$5,000 may be retained  
20 or sold, and the awarding agency shall have a right to an amount calculated by multiplying the  
21 current market value or proceeds from sale by the awarding agency's share of the equipment.

---

### Legal References:

1. TCA 49-6-2006(b)(3); TCA 49-6-2208
2. TCA 49-6-2007; Public Acts of 2019, Chapter No. 413
3. TCA 12-2-403(a)
4. 2 CFR § 200.313

### Cross References

- Duties of Officers 1.201
- Inventories 2.702
- Textbooks 4.401

| <b>MARSHALL COUNTY SCHOOLS</b>        |  |                      |                  |
|---------------------------------------|--|----------------------|------------------|
| <b>TEXTBOOK AND MATERIALS SURPLUS</b> |  |                      |                  |
| <b>12/1/2019 - 1/29/2020</b>          |  |                      |                  |
| <b># of books</b>                     | <b>Title</b>                                     | <b>Publisher</b>     | <b>Copyright</b> |
| 1                                     | 20TH CENTURY AM. DRAMA                           | PRENTICE HALL        | 2000             |
| 23                                    | ADVANCED WORD 2010                               | PARADIGM             | 2011             |
| 4                                     | ALEGBRA 2  | HMH                  | 2012             |
| 135                                   | ALGEBRA 2 CONCEPTS AND SKILLS                    | MCDUGAL LITTELL      | 2010             |
| 30                                    | AP CALCULUS 7TH EDITION                          | HMH                  | 2002             |
| 1                                     | DISCOVERING COMPUTERS 2009                       | SOUTH WESTERN        | 2008             |
| 27                                    | ECONOMIC EDUCATION FOR CONSUMERS                 | SOUTH WESTERN        | 2010             |
| 2                                     | GRAMMAR & COMP HANDBOOK                          | GLENCOE              | 2000             |
| 21                                    | HARBRACE COLLEGE HANDBOOK 11TH EDITION           | HARCOURT             | 1990             |
| 7                                     | HUMAN LEGACY                                     | HOLT                 | 2008             |
| 1                                     | LITERATURE                                       | HARCOURT             | 2001             |
| 29                                    | MERRIAM WEBSTER COLLEGE DICTIONARY               | MERRIAM WEBSEER      | 1995             |
| 4                                     | MERRIAM WEBSTER SCHOOL DICTIONARY                | MERRIAM WEBSTER      | 1994             |
| 1                                     | MLA HANDBOOK FOR WRITERS                         | MLA                  | 2003             |
| 1                                     | MLA HANDBOOK FOR WRITERS OF RESEARCH PAPERS      | MLA                  | 2003             |
| 2                                     | OFFICE 2007 SHELLY CASHMEN                       | SOUTH WESTERN        | 2008             |
| 25                                    | PERSONAL FINANCIAL LITERACY                      | CENGAGE              | 2008             |
| 3                                     | ROGET'S 21ST CENTURY THESAURUS                   | THOMAS NELSON        | 1992             |
| 1                                     | STUDENT DICTIONARY                               | HMH                  | 1994             |
| 20                                    | STUDY SOLUTION GUIDE VOL. 1                      | HMH                  | 2002             |
| 7                                     | THE AMERICAN HERITAGE DICTIONARY                 | HOUGHTON MIFFLIN     | 1967             |
| 1                                     | THE AMERICAN VISION TE                           | GLENCOE              | 2007             |
| 40                                    | US GOVERNMENT                                    | GLENCOE              | 2008             |
| 1                                     | WEBSTER COLLEGIATE THESAURUS                     | MERRIAM WEBSTER      | 1988             |
| 1                                     | WEBSTER NEW WORLD DICTIONARY                     | SIMON & SCHUSTER     | 1985             |
| 1                                     | WEBSTER'S 7TH NEW COLLEGE DICTIONARY             | MERRIAM BOOK COMPANY | 1971             |
| 1                                     | WEBSTER'S NEW WORLD HIGH SCHOOL WRITERS HANDBOOK | PRENTICE HALL        | 1988             |
| 12                                    | WEBSTERS DICTIONARY/ROGET'S THESAURUS            | KAPPA BOOKS          | 1997             |
| 10                                    | WEBSTERS INTERMEDIATE DICTIONARY                 | WEBSTER              | 1972             |



# Marshall County Board of Education

|   |   |                                  |                                 |
|---|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in November</b> | Descriptor Term:<br><b>Field Trips and Excursions</b> | Descriptor Code:<br><b>4.302</b> | Issued Date:<br><b>01/11/00</b> |
|   |   | Rescinds:<br><b>IFCB</b>         | Issued:<br><b>09/09/93</b>      |

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social growth  
2 and development are considered appropriate extensions of the classroom.  
3

4 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of  
5 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To this  
6 end, teachers and principals will be expected to consider the following factors in selecting field trips:  
7

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

12 The following guidelines shall be followed in planning and conducting field trips and excursions:  
13

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

- 1           6. Students shall not be penalized for participating in approved school-sponsored trips and  
2           activities. Teachers shall permit students to make up class assignments missed because of a  
3           trip or activity;
- 4
- 5           7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the  
6           principal immediately upon returning to school. Serious accidents involving personal injury  
7           must be reported immediately to the principal and/or director of schools. An emergency shall  
8           be dealt with promptly by the teacher or other members of the school staff by taking appropriate  
9           action, including sending the student to the hospital or summoning medical aid or ambulance.  
10          In cases where it is necessary to send the student to the hospital, reasonable effort must be made  
11          to notify the parents.
- 12
- 13          8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this  
14          section must have prior approval of the director of schools or his/her designee;
- 15
- 16          9. Any school-sponsored trip which is both out-of-state and overnight must have prior approval  
17          by the Board.
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32
- 33
- 34
- 35
- 36
- 37
- 38
- 39
- 40
- 41
- 42
- 43
- 44
- 45
- 46
- 47
- 48
- 49

---

Cross References:  
Extracurricular Activities 4.300  
Attendance 6.200



# Travel Request

Organization MCHS Softball Team Destination Gulf Shores, AL

Date of Trip Mar. 30 - Apr. 01 Purpose of Trip Gulf Coast Classic III

Mode of Transportation: players will ride with parents/guardians

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

MCHS softball team (attached roster)

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

(Use back if more space is needed)

School System Participants (please print):

Baylee Taylor Danny Pickle

Kevin McGehee

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Baylee Taylor Date: 01/28/20  
Teacher/Sponsor

Approved by: [Signature] Date: 1/28/20  
Principal

Approved by: Jacot Lovelle Date: 1-28-20  
Director of Schools

**To: Director of Schools and School Board Members**

**The Marshall County High School Softball Team has been asked to participate in the 2020 Gulf Coast Classic III again. The tournament takes place in Gulf Shores, AL and starts on March 30 and ends on April 01. We are requesting permission to participate in the tournament. All players will be traveling and staying with their parents and/or guardians during this trip. Coaches will be responsible for players during warm-ups and games. The Marshall County softball team is excited about the opportunity to face new competition, and we look forward to representing Marshall County.**

**Thank you,**

**Baylee Taylor  
MCHS Head Softball Coach**

## **MCHS Softball 2020 Roster**

| <b>Player</b>       | <b>Grade</b> |
|---------------------|--------------|
| Kandayce Allen      | Fr           |
| Makynlee Amis       | So           |
| Vallee Brewer       | So           |
| Erika Campbell      | Jr           |
| Gabriela Cardin     | So           |
| Tatum Garrett       | Jr           |
| Madison Hery        | So           |
| Haylee Hobby        | Fr           |
| Naomi Hopper        | Sr           |
| Jessa Lancaster     | So           |
| Riley Lentz         | Jr           |
| Ellie Luce          | So           |
| Kori Lyttle         | Fr           |
| Abby McGehee        | Jr           |
| Jahna Meadows       | Fr           |
| Taylor Pickle       | So           |
| Mckinley Richardson | Sr           |
| Ally Smith          | Sr           |
| Kaniyah Taylor      | Fr           |
| Mackenzie Walls     | Sr           |
| Mallory Woodward    | Fr           |
| Mallorie Wooten     | So           |
| Olivia Wooten       | So           |



Linking Learning to Life

# Travel Request

Organization: MLR      Destination: UNOH Lima OH

Date of Trip: 4/18-19/2019    Purpose of Trip: Campus tour-Scholarship testing

Mode of Transportation: MCBOE van

Is school system transportation/personnel required?     Yes     No

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

Student Participants (please print):

Student list attached    Eligible Juniors

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

(Use back if more space is needed)

School System Participants (please print):

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

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?     Yes     No

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

Does the Central Office have the Volunteer Participants' fingerprints on file?   

Approved by: *Jerry J. Hooper*  
Teacher/Sponsor  
*J. Hauer*  
Principal

Date: 1/22/2020

Date: 1/22/20

Approved by: *Carol Lovell*  
Director of Schools

Date: 1-22-20

Johnson + Bailey Architects P.C.



January 13, 2020

Mr. Jacob Sorrels  
Director of Schools  
Marshall County Board of Education  
700 Jones Circle  
Lewisburg, TN 37091

Re: Renovations to Preston-Hopkins Athletic Facility  
Marshall County Schools  
J+B No. 1812

Dear Mr. Sorrels:

Attached please find one (1) copy of Application and Certificate for Payment No. 10 from DMC Inc. for the referenced project. This Application has been reviewed and is approved for payment in the amount certified.

Please contact me if you have any questions.

Sincerely

JOHNSON + BAILEY ARCHITECTS P.C.

A handwritten signature in cursive script, appearing to read 'John T. Trail'.

John T. Trail, AIA

cc: DMC, Inc.

Encl: Application and Certificate for Payment No. 10 - dated 1-10-20

**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA DOCUMENT G702

(Instructions on reverse side) Page One of

|                    |  |                 |  |                        |           |                                    |                                     |
|--------------------|--|-----------------|--|------------------------|-----------|------------------------------------|-------------------------------------|
| TO (OWNER):        | Marshall County Schools<br>700 Jones Circle<br>Lewisburg, TN 37091 | PROJECT:        | Renovations to Preston Hopkins<br>Athletic Facility  | APPLICATION NO:        | 10        | Distribution to:                   | <input type="checkbox"/> OWNER      |
| FROM (CONTRACTOR): | DMC, Inc<br>432 West College St<br>Pulaski, TN 38478               | VIA (DESIGNER): | Johnson + Bailey Architects P.C.<br>100 East Vine Street<br>City Center, Suite 700<br>Murfreesboro, TN 37130 | PERIOD TO:             | 1/10/2020 | <input type="checkbox"/> ARCHITECT | <input type="checkbox"/> CONTRACTOR |
| CONTRACT FOR:      | Construction   |                 |  | DESIGNER'S PROJECT NO: | 1812      | <input type="checkbox"/>           | <input type="checkbox"/>            |
|                    |  |                 |  | CONTRACT DATE:         | 1/7/2019  |                                    |                                     |

**CONTRACTOR'S APPLICATION FOR PAYMENT**

| CHANGE ORDER SUMMARY                               |               |               |                    |
|--|---------------|---------------|--------------------|
| Change orders approved in previous months by Owner |               | ADDITIONS     | DEDUCTIONS         |
| Total  |               | \$0 00        | \$21,807 25        |
| Approved this Month                                |               |               |                    |
| Number   | Date Approved |               |                    |
| Change Order No: 1                                 | 11/7/2019     | \$0           | \$21,807 25        |
| <b>TOTALS</b>                                      |               | <b>\$0 00</b> | <b>\$21,807 25</b> |
| <b>Net change by Change Orders</b>                 |               |               |                    |

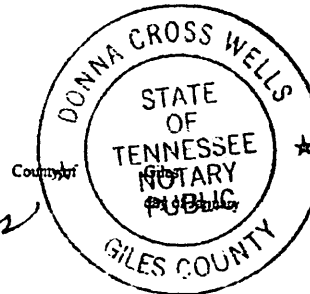
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

CONTRACTOR  
By: David C Wells III Date: 1-10-2020

Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

|   |                |
|---|----------------|
| 1. ORIGINAL CONTRACT SUM.....   | \$1,022,222 00 |
| 2. Net change by Change Orders.....   | (\$21,807 25)  |
| 3. CONTRACT SUM TO DATE (Line 1+2).....                                       | \$1,000,414 75 |
| 4. TOTAL COMPLETED & STORED TO DATE.....                                      | \$1,000,414 75 |
| (Column G on G703)  |                |
| 5. RETAINAGE:   |                |
| a. <u>5</u> % of Completed Work   | \$50,020 74    |
| (Column D+E on G703)  |                |
| b. <u>5</u> % of Stored Material  | \$0.00         |
| (Column F on G703)  |                |
| Total Retainage (Line 5a+5b or Total in Column I of G703)                     | \$50,020 74    |
| 6. TOTAL EARNED LESS RETAINAGE.....   | \$950,394 01   |
| (Line 4 less Line 5 Total)  |                |
| 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior certificate) ... | \$932,300 55   |
| 8. CURRENT PAYMENT DUE.....   | \$18,093 46    |
| 9. BALANCE TO FINISH, PLUS RETAINAGE.....                                     | \$50,020 74    |
| (Line 3 Less Line 6)  |                |

State of: Tennessee  
Subscribed and sworn to before me this 10th day of January, 2020  
Notary Public: Donna Cross Wells  
My Commission Expires October 23, 2023



**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

|   |             |
|---|-------------|
| AMOUNT CERTIFIED.....   | \$18,093.46 |
| (Attach explanation if amount certified differs from the amount applied for)  |             |
| ARCHITECT: <u>Johnson + Bailey Architects P.C.</u>  |             |
| By: <u>[Signature]</u> Date: <u>1-13-20</u>   |             |
| This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract |             |

Continuation Sheet

AIA DOCUMENT G703

DMC, Inc  
432 West College St  
Pulaski, TN 38478

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.  
In tabulations below, amounts are stated to the nearest dollar.  
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 10  
APPLICATION DATE: 1/10/2020  
PERIOD TO: 1/10/2020  
DESIGNER'S PROJECT NO: 1812

| A        | B                              | C               | D                               | E           | F  | G  | H       | I                       |              |
|----------|--------------------------------|-----------------|---------------------------------|-------------|--|--|---------|-------------------------|--------------|
| ITEM NO. | DESCRIPTION OF WORK            | SCHEDULED VALUE | WORK COMPLETE                   |             | MATERIALS PRESENTLY STORED (NOT IN D OR E) | TOTAL COMPLETED AND STORED TO DATE (D+E+F) | % (G+C) | BALANCE TO FINISH (C-G) | RETAINAGE 5% |
|          |                                |                 | FROM PREVIOUS APPLICATION (D+E) | THIS PERIOD |  |  |         |                         |              |
| 1        | Bond                           | \$14,000.00     | \$14,000.00                     | \$0.00      | \$0.00                                     | \$14,000.00                                | 100%    | 0.00                    | \$700.00     |
| 2        | Connection Fee Allowance       | \$20,000.00     | \$0.00                          | \$0.00      | \$0.00                                     | \$0.00                                     | 0%      | 20,000.00               | \$0.00       |
| 3        | Permits and Fees               | \$13,820.00     | \$540.00                        | \$0.00      | \$0.00                                     | \$540.00                                   | 4%      | 13,280.00               | \$27.00      |
| 4        | Mobilization                   | \$14,783.00     | \$14,783.00                     | \$0.00      | \$0.00                                     | \$14,783.00                                | 100%    | 0.00                    | \$739.15     |
| 5        | Site Preparation               | \$53,100.00     | \$53,100.00                     | \$0.00      | \$0.00                                     | \$53,100.00                                | 100%    | 0.00                    | \$2,655.00   |
| 6        | Footing Excavation             | \$14,500.00     | \$14,500.00                     | \$0.00      | \$0.00                                     | \$14,500.00                                | 100%    | 0.00                    | \$725.00     |
| 7        | Concrete Footers               | \$8,500.00      | \$8,500.00                      | \$0.00      | \$0.00                                     | \$8,500.00                                 | 100%    | 0.00                    | \$425.00     |
| 8        | Form Block                     | \$6,220.00      | \$6,220.00                      | \$0.00      | \$0.00                                     | \$6,220.00                                 | 100%    | 0.00                    | \$311.00     |
| 9        | Underslab Drains               | \$26,500.00     | \$26,500.00                     | \$0.00      | \$0.00                                     | \$26,500.00                                | 100%    | 0.00                    | \$1,325.00   |
| 10       | Underslab Grading              | \$3,500.00      | \$3,500.00                      | \$0.00      | \$0.00                                     | \$3,500.00                                 | 100%    | 0.00                    | \$175.00     |
| 11       | Reinforcing Steel              | \$4,500.00      | \$4,500.00                      | \$0.00      | \$0.00                                     | \$4,500.00                                 | 100%    | 0.00                    | \$225.00     |
| 12       | Concrete Slab                  | \$33,300.00     | \$33,300.00                     | \$0.00      | \$0.00                                     | \$33,300.00                                | 100%    | 0.00                    | \$1,665.00   |
| 13       | Concrete Block Laid            | \$90,361.00     | \$90,361.00                     | \$0.00      | \$0.00                                     | \$90,361.00                                | 100%    | 0.00                    | \$4,518.05   |
| 14       | Carpentry                      | \$79,625.00     | \$79,625.00                     | \$0.00      | \$0.00                                     | \$79,625.00                                | 100%    | 0.00                    | \$3,981.25   |
| 15       | Roofing                        | \$9,087.00      | \$9,087.00                      | \$0.00      | \$0.00                                     | \$9,087.00                                 | 100%    | 0.00                    | \$454.35     |
| 16       | Brick Allowance                | \$12,100.00     | \$12,100.00                     | \$0.00      | \$0.00                                     | \$12,100.00                                | 100%    | 0.00                    | \$605.00     |
| 17       | Brick Labor                    | \$17,600.00     | \$17,600.00                     | \$0.00      | \$0.00                                     | \$17,600.00                                | 100%    | 0.00                    | \$880.00     |
| 18       | Exterior Doors                 | \$9,228.00      | \$9,228.00                      | \$0.00      | \$0.00                                     | \$9,228.00                                 | 100%    | 0.00                    | \$461.40     |
| 19       | Wall Insulation                | \$7,350.00      | \$7,350.00                      | \$0.00      | \$0.00                                     | \$7,350.00                                 | 100%    | 0.00                    | \$367.50     |
| 20       | Supply Piping Rough-In         | \$42,734.00     | \$42,734.00                     | \$0.00      | \$0.00                                     | \$42,734.00                                | 100%    | 0.00                    | \$2,136.70   |
| 21       | Electrical Rough-In            | \$27,350.00     | \$27,350.00                     | \$0.00      | \$0.00                                     | \$27,350.00                                | 100%    | 0.00                    | \$1,367.50   |
| 22       | Drywall                        | \$6,500.00      | \$6,500.00                      | \$0.00      | \$0.00                                     | \$6,500.00                                 | 100%    | 0.00                    | \$325.00     |
| 23       | Ceilings                       | \$11,650.00     | \$11,650.00                     | \$0.00      | \$0.00                                     | \$11,650.00                                | 100%    | 0.00                    | \$582.50     |
| 24       | Interior Doors                 | \$6,496.00      | \$6,496.00                      | \$0.00      | \$0.00                                     | \$6,496.00                                 | 100%    | 0.00                    | \$324.80     |
| 25       | Finish Hardware                | \$1,500.00      | \$1,500.00                      | \$0.00      | \$0.00                                     | \$1,500.00                                 | 100%    | 0.00                    | \$75.00      |
| 26       | Attic Insulation               | \$7,850.00      | \$7,850.00                      | \$0.00      | \$0.00                                     | \$7,850.00                                 | 100%    | 0.00                    | \$392.50     |
| 27       | Painting and Decorating        | \$36,209.00     | \$36,209.00                     | \$0.00      | \$0.00                                     | \$36,209.00                                | 100%    | 0.00                    | \$1,810.45   |
| 28       | Heating and Ventilating System | \$38,265.00     | \$38,265.00                     | \$0.00      | \$0.00                                     | \$38,265.00                                | 100%    | 0.00                    | \$1,913.25   |
| 29       | Electrical Fixtures Installed  | \$37,350.00     | \$37,350.00                     | \$0.00      | \$0.00                                     | \$37,350.00                                | 100%    | 0.00                    | \$1,867.50   |
| 30       | Site Electrical                | \$43,718.00     | \$39,500.00                     | \$0.00      | \$0.00                                     | \$39,500.00                                | 90%     | 4,218.00                | \$1,975.00   |
| 31       | Plumbing Fixtures Installed    | \$70,800.00     | \$70,800.00                     | \$0.00      | \$0.00                                     | \$70,800.00                                | 100%    | 0.00                    | \$3,540.00   |
| 32       | Cabinets and Shelving          | \$31,417.00     | \$31,417.00                     | \$0.00      | \$0.00                                     | \$31,417.00                                | 100%    | 0.00                    | \$1,570.85   |
| 33       | Site Drainage                  | \$130,647.00    | \$130,647.00                    | \$0.00      | \$0.00                                     | \$130,647.00                               | 100%    | 0.00                    | \$6,532.35   |
| 34       | Landscaping                    | \$4,837.00      | \$4,837.00                      | \$0.00      | \$0.00                                     | \$4,837.00                                 | 100%    | 0.00                    | \$241.85     |
| 35       | Trim and Soffits               | \$13,475.00     | \$13,475.00                     | \$0.00      | \$0.00                                     | \$13,475.00                                | 100%    | 0.00                    | \$673.75     |
| 36       | Handrails                      | \$11,747.00     | \$11,747.00                     | \$0.00      | \$0.00                                     | \$11,747.00                                | 100%    | 0.00                    | \$587.35     |
| 37       | Sidewalks                      | \$12,500.00     | \$12,500.00                     | \$0.00      | \$0.00                                     | \$12,500.00                                | 100%    | 0.00                    | \$625.00     |
| 38       | Signage                        | \$1,245.00      | \$245.00                        | \$0.00      | \$0.00                                     | \$245.00                                   | 20%     | 1,000.00                | \$12.25      |
| 39       | Builders Risk Insurance        | \$2,200.00      | \$2,200.00                      | \$0.00      | \$0.00                                     | \$2,200.00                                 | 100%    | 0.00                    | \$110.00     |
| 40       | Shutter Windows                | \$12,576.00     | \$12,576.00                     | \$0.00      | \$0.00                                     | \$12,576.00                                | 100%    | 0.00                    | \$628.80     |
| 41       | Door Hardware Allowance        | \$7,000.00      | \$4,750.00                      | \$0.00      | \$0.00                                     | \$4,750.00                                 | 68%     | 2,250.00                | \$237.50     |
| 42       | Toilet Specialities            | \$21,245.00     | \$21,245.00                     | \$0.00      | \$0.00                                     | \$21,245.00                                | 100%    | 0.00                    | \$1,062.25   |
| 43       | Gutters and Downspouts         | \$4,837.00      | \$4,837.00                      | \$0.00      | \$0.00                                     | \$4,837.00                                 | 100%    | 0.00                    | \$241.85     |
| 44       | Change Order #1                | (\$21,807.25)   | \$0.00                          | \$18,940.75 | \$0.00                                     | \$18,940.75                                | -87%    | -40,748.00              | \$947.04     |
|          |                                | \$1,000,414.75  | \$981,474.00                    | \$18,940.75 | \$0.00                                     | \$1,000,414.75                             | 100.00% | \$0.00                  | \$50,020.74  |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

Check the most appropriate rating box on a scale of 1-5 (1=unsatisfactory, 2=poor, 3=satisfactory, 4=good, 5=excellent) for each question. An "NA" rating is also provided if you are unable to rate an item for any reason. A space for comments is also provided.

| <b>STANDARD ONE</b>   | <b>A school administrator is an educational leader who promotes the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared by the school community.</b> |          |          |          |          |           |
|---|--|----------|----------|----------|----------|-----------|
| <b>Questions</b>  | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |  |          |          |          |          |           |
| 1.1 Sets priorities in the context of improving student achievement.                                      |  |          |          |          |          |           |
| 1.2 Articulates and promotes high expectations for teaching and student learning.                         |  |          |          |          |          |           |
| 1.3 Develops, communicates and implements a collective vision of comprehensive school improvement.        |  |          |          |          |          |           |
| 1.4 Formulates comprehensive school improvement plans, goals and change efforts with staff and community. |  |          |          |          |          |           |
| 1.5 Formulates procedures for gathering, analyzing and using district data for decision-making.           |  |          |          |          |          |           |
| 1.6 Attends school functions to support student activities and academic success.                          |  |          |          |          |          |           |
| Comments:   |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

| <b>STANDARD TWO</b>   | A school administrator is an educational leader who promotes the success of all students by <b>advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.</b> |          |          |          |          |           |
|---|--|----------|----------|----------|----------|-----------|
| <b>Questions</b>  | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |  |          |          |          |          |           |
| 2.1 Provides leadership for annually assessing and setting priorities on student and district needs.  |  |          |          |          |          |           |
| 2.2 Evaluates and provides direction for improving school district programs.  |  |          |          |          |          |           |
| 2.3 Examines student achievement data, disaggregates data and creates improvement plans.  |  |          |          |          |          |           |
| 2.4 Provides leadership for assessing, developing and improving school environment and culture.   |  |          |          |          |          |           |
| 2.5 Provides leadership encouragement, opportunities, and structure for all staff to continually design more effective teacher and learning experiences for all students. |  |          |          |          |          |           |
| 2.6 Evaluates and provides direction for improving instructional strategies.  |  |          |          |          |          |           |
| 2.7 Develops and offers opportunities that respond to staffs' needs for professional development.   |  |          |          |          |          |           |
| 2.8 Encourages and facilitates the use of technology to improve teaching and learning.  |  |          |          |          |          |           |
| 2.9 Encourages and supports personal and professional development among staff.  |  |          |          |          |          |           |
| 2.10 Demonstrates awareness of professional issues and developments in education.   |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

|   |  |          |          |          |          |           |
|---|--|----------|----------|----------|----------|-----------|
| <b>STANDARD TWO</b><br>continued  | A school administrator is an educational leader who promotes the success of all students by <b>advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.</b> |          |          |          |          |           |
| <b>Questions</b>  | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |  |          |          |          |          |           |
| 2.11 Develops and revises as needed his/her own professional development plan for continued improved performance. |  |          |          |          |          |           |
| Comments:   |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

| <b>STANDARD THREE</b>   | A school administrator is an educational leader who promotes the success of all students by <b>ensuring management of the organization, operations, and resources for a safe, efficient, and effective learning environment.</b> |          |          |          |          |           |
|---|--|----------|----------|----------|----------|-----------|
| <b>Questions</b>  | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |  |          |          |          |          |           |
| 3.1 Analyzes and reports on student achievement, attendance and graduation rate.                          |  |          |          |          |          |           |
| 3.2 Monitors distribution of district resources based on the district's school improvement plan.          |  |          |          |          |          |           |
| 3.3 Provides direction and support for periodic review of curriculum and school policies and procedures.  |  |          |          |          |          |           |
| 3.4 Evaluates performance of staff and takes appropriate follow-up action.                                |  |          |          |          |          |           |
| 3.5 Complies with district personnel policies and rules.  |  |          |          |          |          |           |
| 3.6 Demonstrates the ability to improve performance of staff members.                                     |  |          |          |          |          |           |
| 3.7 Monitors recruitment and selection of district personnel and holds staff accountable for performance. |  |          |          |          |          |           |
| 3.8 Demonstrates knowledge and keeps well informed of funding sources.                                    |  |          |          |          |          |           |
| 3.9 Effectively manages both revenues and expenditures of the district budget.                            |  |          |          |          |          |           |
| 3.10 Facilities are maintained and upgraded according to a district developed plan.                       |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

|  |  |          |          |          |          |           |
|--|--|----------|----------|----------|----------|-----------|
| <b>STANDARD THREE</b><br>continued   | A school administrator is an educational leader who promotes the success of all students by <b>advocating, nurturing, and sustaining a school culture and instructional program conducive to student learning and staff professional growth.</b> |          |          |          |          |           |
| <b>Questions</b>   | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>   |  |          |          |          |          |           |
| 3.11 Effectively and consistently applies the legal requirements for personnel selection, retention and dismissal. |  |          |          |          |          |           |
| 3.12 Ensures that policies and rules are uniformly observed and enforced.  |  |          |          |          |          |           |
| 3.13 Implements a collaborative approach to policy development on student discipline.                              |  |          |          |          |          |           |
| 3.14 Formulate and implement plans for internal staff communications.  |  |          |          |          |          |           |
| Comments:  |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

|   |  |          |          |          |          |           |
|---|--|----------|----------|----------|----------|-----------|
| <b>STANDARD FOUR</b>  | A school administrator is an educational leader who promotes the success of all students by <b>collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.</b> |          |          |          |          |           |
| <b>Questions</b>  | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |  |          |          |          |          |           |
| 4.1 Provides leadership for improving parent/student/community involvement in the schools.  |  |          |          |          |          |           |
| 4.2 Promotes, demonstrates and supports clear two-way communication at all levels of the community school district.                                   |  |          |          |          |          |           |
| 4.3 Formulates and implements plans for external communication, including communication of the school district priorities to the community and media. |  |          |          |          |          |           |
| 4.4 Provides community service and leadership for developing a positive rapport between the schools and the community.                                |  |          |          |          |          |           |
| Comments:   |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

|   |  |          |          |          |          |           |
|---|--|----------|----------|----------|----------|-----------|
| <b>STANDARD FIVE</b>  | A school administrator is an educational leader who promotes the success of all students <b>through professional leadership by acting with integrity, fairness and in an ethical manner.</b> |          |          |          |          |           |
| <b>Questions</b>  | <b>1</b>   | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |  |          |          |          |          |           |
| 5.1 Conducts oneself in an ethical, trustworthy and professional manner in the school environment, board and community. |  |          |          |          |          |           |
| 5.2 Demonstrates awareness of professional issues and developments in education.  |  |          |          |          |          |           |
| 5.3 Treats everyone with fairness.  |  |          |          |          |          |           |
| 5.4 Demonstrates integrity in all actions.  |  |          |          |          |          |           |
| Comments:   |  |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

|   |   |          |          |          |          |           |
|---|---|----------|----------|----------|----------|-----------|
| <b>STANDARD SIX</b>   | A school administrator is an educational leader who promotes the success of all students by <b>understanding, responding to, and influencing the larger political, social, economic, legal, and cultural context.</b> |          |          |          |          |           |
| <b>Questions</b>  | <b>1</b>  | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |   |          |          |          |          |           |
| 6.1 Serves as an articulate spokesperson for the welfare of all members of the learning community.  |   |          |          |          |          |           |
| 6.2 Demonstrates respect for diversity in students, staff and programs.   |   |          |          |          |          |           |
| 6.3 Advocates in the political environment for issues beneficial to improving teaching and learning.  |   |          |          |          |          |           |
| 6.4 Communicates clearly and substantively to the community about district issues and performances.   |   |          |          |          |          |           |
| 6.5 Provides leadership with the board for defining superintendent and board roles, mutual expectations, procedures for working together and formulating district policies. |   |          |          |          |          |           |
| 6.6 Recommends district policy in consideration of state and federal requirements and local expectations.   |   |          |          |          |          |           |
| 6.7 Knows and supports the district school improvement plan and accurately reports progress on goals.   |   |          |          |          |          |           |
| Comments:   |   |          |          |          |          |           |

**DIRECTOR'S EVALUATION  
INSTRUMENT FOR APPRAISING EFFECTIVENESS**

| <b>STANDARD SEVEN</b>   |          |          |          |          |          |           |
|---|----------|----------|----------|----------|----------|-----------|
| <b>Questions</b>  | <b>1</b> | <b>2</b> | <b>3</b> | <b>4</b> | <b>5</b> | <b>NA</b> |
| <b>Goals</b>  |          |          |          |          |          |           |
| 7.1 Keeps all board members informed on issues, needs and operation of the school system.   |          |          |          |          |          |           |
| 7.2 Keeps board informed of employment, promotion, and dismissal of personnel.  |          |          |          |          |          |           |
| 7.3 Has a harmonious relationship with the board.   |          |          |          |          |          |           |
| 7.4 Offers professional advice to the board on items requiring board action, with appropriate recommendations based on thorough study and analysis. |          |          |          |          |          |           |
| 7.5 Maintains a high degree of understanding and respect between staff and the board.   |          |          |          |          |          |           |
| Comments:   |          |          |          |          |          |           |

\_\_\_\_\_  
BOARD MEMBER SIGNATURE

\_\_\_\_\_  
DATE

# Marshall County Board of Education

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

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

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

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

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

## 15 **LOTTERIES**

16 No fundraising activity shall be conducted which distributes prizes or makes awards to winners from  
17 among purchasers of chances by means of tickets or otherwise through a random drawing or other  
18 random selection process.<sup>2</sup>

## 19 **ONLINE FUNDRAISING**

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

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

### Legal References:

1. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-32
2. Tenn. Op. Att'y Gen. No. 03-049 (Apr. 22, 2003)

### Cross References:

- Student Activity Funds Management 2.900  
Staff Gifts and Solicitations 5.605



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Jabbers T-shirt Sale  
 Purpose of Fundraiser: To raise money for uniforms & equipment, food for players  
 Fund/Account Name: LMS Softball  
 Current balance of fund account \$ 3,730 Date 1/30/2020  
 Anticipated date(s) of fundraiser: Beginning Jan 5<sup>th</sup> Ending Feb 5<sup>th</sup>  
 Expected Student Involvement (schoolwide or specific school organization): Softball team

Margin of profit (if applicable): margin of profit is diff. for each item \$5-\$7 per item  
 Method by which school will receive profit: Students are selling shirts  
 How and when will these funds be spent to benefit students/instruction: game balls, line up cards, books, & <sup>future</sup> uniforms for the season

Requested by: \* Brandie Burchell - Softball Date: \* 1/30/2020  
Teacher/Club

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

Approved by: [Signature] Date: 2-3-20  
Director of Schools

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

*To be completed following fundraiser*

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

Total Fundraiser Profit \$ \_\_\_\_\_  
 Total Purchases with Fundraiser Profit \$ future uniforms  
 \*Difference \$ \_\_\_\_\_

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

Principal's Signature



### Fundraiser Authorization

Proposed Fundraising Activity: SONIC COMMUNITY FIRST CARDS

Purpose of Fundraiser: CMS BASEBALL

Fund/Account Name: CMS BASEBALL

Current balance of fund account \$ 657<sup>32</sup> Date 11-11-2019

Anticipated date(s) of fundraiser: Beginning 1-13-2020 Ending 1-31-2020

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

Margin of profit (if applicable): 100%

Method by which school will receive profit: CASH + CHECK

How and when will these funds be spent to benefit students/instruction: UNIFORMS/SUPPLIES

Requested by: Michael B. Tappin CMS B.B. COACH  
Teacher/Club Date: 11-11-2019

Approved by: [Signature]  
Principal Date: 1-13-2020

Approved by: [Signature]  
Director of Schools Date: 1-15-20

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



### Fundraiser Authorization

Proposed Fundraising Activity: Airplane Contest

Purpose of Fundraiser: To raise awareness of yearbook sales; we will be giving away a free yearbook

Fund/Account Name: MCHS Yearbook

Current balance of fund account \$ 17,447.21 Date 1/13/20

Anticipated date(s) of fundraiser: Beginning 1/14/20 Ending 1/14/20

Expected Student Involvement (schoolwide or specific school organization): Yearbook Staff

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

Method by which school will receive profit: Direct payment

How and when will these funds be spent to benefit students/instruction: Money will be spent to purchase paper for airplane contest

Requested by: Kimberly S. Anderson Date: 1/13/20  
Teacher/Club

Approved by: [Signature] Date: 1/13/20  
Principal

Approved by: [Signature] Date: \_\_\_\_\_  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

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



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: Little Caesars Pizza

Purpose of Fundraiser: Teacher / student needs. Behavior rewards, Field Trips

Fund/Account Name: LMS PTO

Current balance of fund account \$ 10,509.91 Date 1/13/2020

Anticipated date(s) of fundraiser: Beginning Jan 21, 2020 Ending Feb 10, 2020

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

Margin of profit (if applicable): \$10.00 per kct sold

Method by which school will receive profit: margin of profit sales School will receive remaining balance from the above

How and when will these funds be spent to benefit students/instruction: 2020-2021 school year

Requested by: Stennda Johnson  
Teacher/Club

Date: January 15, 2020

Approved by: [Signature]  
Principal

Date: 1/15/2020

Approved by: Carol Lovell  
Director of Schools

Date: 1-15-20

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

To be completed following fundraiser

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

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

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

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

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

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



### Fundraiser Authorization

Proposed Fundraising Activity: Caps to be worn by students for \$1

Purpose of Fundraiser: To make up money for Jasper Bledsoe, infant son of CHS teacher Lindsey Bledsoe.

Fund/Account Name: Beta

Current balance of fund account \$ 0 Date 1-23-2020

Anticipated date(s) of fundraiser: Beginning 1-23-2020 Ending 1-23-2020

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

Students will pay \$1 in order to wear their cap during school.

Margin of profit (if applicable): There won't be any profit made by the club as the funds will be given directly to the Bledsoe family.

Method by which school will receive profit: \_\_\_\_\_

How and when will these funds be spent to benefit students/instruction: This money will be donated to the Bledsoe family to be used for their needs while Jasper is in Vanderbilt Children's Hospital.

Requested by: Allison Underwood - Beta Sponsor Date: 1-21-2020  
Teacher/Club

Approved by: Cheryl Ewing Date: 1-21-2020  
Principal

Approved by: [Signature] Date: 1-21-20  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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

\$643<sup>10</sup> profit last yr.



### Fundraiser Authorization

Proposed Fundraising Activity: Winter Ball Semi-formal Dance

Purpose of Fundraiser: To provide a fun event for students to attend and raise funds for service projects, leadership events, and Renaissance

Fund/Account Name: MCHS Student Council

Current balance of fund account \$ 601.63 Date 1/21/2020

Anticipated date(s) of fundraiser: Beginning 1/24/2020 Ending 2/15/2020

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

Margin of profit (if applicable): \$900.00 depending on expenses

Method by which school will receive profit: \$15 per ticket or \$20 for 2 tickets

How and when will these funds be spent to benefit students/instruction: Funds will be used to cover the expenses of the dance (DJ, decor, food) and any remaining profit will be used for service projects, Renaissance, and leadership activities.

Requested by: Vanessa Sweeney / Student Council  
Teacher/Club

Date: 1/21/2020

Approved by: [Signature]  
Principal

Date: 1/21/20

Approved by: [Signature]  
Director of Schools

Date: 1-21-20

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

To be completed following fundraiser:

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

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

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

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

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

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

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



#649<sup>50</sup> profit last yr.

### Fundraiser Authorization

Proposed Fundraising Activity: Reading for Education' email Campaign  
 Purpose of Fundraiser: to Raise money for the Parent Clubs  
to use for school enrichment  
 Fund/Account Name: Oak Grove Parent Club  
 Current balance of fund account \$ 11,036.78 Date 01-15-20  
 Anticipated date(s) of fundraiser: Beginning Jan 27, 2020 Ending Feb 7, 2020  
 Expected Student Involvement (schoolwide or specific school organization): Schoolwide

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

Method by which school will receive profit: Check

How and when will these funds be spent to benefit students/instruction: Funds will be used to purchase for OGES

Requested by: Autumn Berlin - Treasurer Date: 01-15-20  
Teacher/Club

Approved by: [Signature] Date: 1-15-20  
Principal

Approved by: [Signature] Date: 1-16-20  
Director of Schools

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

*To be completed following fundraiser*

|  |          |          |
|--|----------|----------|
| Total Collections                      | \$ _____ |          |
| Less: Total Expenses                   | \$ _____ |          |
| Total Fundraiser Profit                |          | \$ _____ |
| Total Purchases with Fundraiser Profit |          | \$ _____ |
| *Difference                            |          | \$ _____ |

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

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

### Fundraiser Authorization

Looking Learning to Life

Proposed Fundraising Activity: Muscular Dystrophy Association

Purpose of Fundraiser: Raising funds for MDA (Muscular Dystrophy Assoc)

"to help send kids to MDA Summer Camp and help accelerate treatments and cures"

Fund/Account Name: Beta Club

Current balance of fund account \$ \_\_\_\_\_ Date \_\_\_\_\_

Anticipated date(s) of fundraiser: Beginning January 27, 2020 Ending February 13<sup>th</sup>, 2020

Expected Student Involvement (schoolwide or specific school organization): All students will be able to purchase a shamrock for \$1-\$5 to support MDA

Margin of profit (if applicable): N/A

Method by which school will receive profit: Donations giving back to MDA

How and when will these funds be spent to benefit students/instruction: N/A

All proceeds will be given to the MDA organization.

Requested by: Tamela Haislip / Beta Club Date: January 23, 2020  
Teacher/Club Sponsor

Approved by: [Signature] Date: 1/23/2020  
Principal

Approved by: [Signature] Date: 1-23-20  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

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

# Fundraiser Authorization

Proposed Fundraising Activity: Beta Talent Show

Purpose of Fundraiser: Raise money for Beta Club

Fund/Account Name: High School Beta Club

Current balance of fund account \$ \$5,650.31 Date 1-7-20

Anticipated date(s) of fundraiser: Beginning Jan. 27 31 Ending Jan. 27 31 *per T.H.*

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

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

Method by which school will receive profit: collect money from students

How and when will these funds be spent to benefit students/instruction: used for Beta club convention/other service projects

Requested by: Tracy Hall  
Teacher/Club

Date: 1-7-20

Approved by:   
Principal

Date: 1/9/20

Approved by:   
Director of Schools

Date: 1-10-20

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

To be completed following fundraiser

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

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

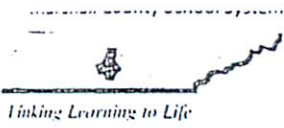
Total Fundraiser Profit \$ \_\_\_\_\_

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Leading Edge Email Fundraiser

Purpose of Fundraiser: Raise money for current and future expenses

Fund/Account Name: Forrest Soccer

Current balance of fund account \$ 1876<sup>14</sup> Date 2-3-20

Anticipated date(s) of fundraiser: Beginning Feb Ending Feb

Expected Student Involvement (school wide or specific school organization): The whole Soccer team

Margin of profit (if applicable): ~ 1,500 - 3,000

Method by which school will receive profit: Cash/Check from Leading Edge

How and when will these funds be spent to benefit students/instruction: Jersey's, buses, shorts, socks, paint, and maintenance.

Requested by: Watkins / Soccer (Boys) Date: 2/3/2020  
Teacher/Club

Approved by: [Signature] Date: 2/3/20  
Principal

Approved by: [Signature] Date: 2-3-20  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

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

\$1,038<sup>24</sup> profit last yr.



### Fundraiser Authorization

Proposed Fundraising Activity: Dodgeball for HopeTown

Purpose of Fundraiser: To collect items to help with homeless in our community. Items will be donated to HopeTown.

Fund/Account Name: MCHS Student Council

Current balance of fund account \$ 708.43 Date 1/27/2020

Anticipated date(s) of fundraiser: Beginning 2/1/2020 Ending 2/13/2020

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

Margin of profit (if applicable): No profit anticipated

Method by which school will receive profit: Students can bring in items to donate from a list or pay \$5.00 for admission. Money will be used to purchase items to donate.  
How and when will these funds be spent to benefit students/instruction: items to donate.

Funds collected will be used to purchase additional items to donate. Students will be learning about the needs of the community and giving back.

Requested by: Vanessa Dweener Date: 1/27/2020  
Teacher/Club Student Council

Approved by: [Signature] Date: 1/28/20  
Principal

Approved by: Jacob Lovell Date: 1-29-20  
Director of Schools

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

To be completed following fundraiser:

|  |          |
|--|----------|
| Total Collections                      | \$ _____ |
| Less: Total Expenses                   | \$ _____ |
| Total Fundraiser Profit                | \$ _____ |
| Total Purchases with Fundraiser Profit | \$ _____ |
| *Difference                            | \$ _____ |

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

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

### Fundraiser Authorization

Proposed Fundraising Activity: Candy Grams - V' Day

Purpose of Fundraiser: LMS cheer uniform

Fund/Account Name: LMS cheer

Current balance of fund account \$ 1500<sup>00</sup> Date 1-14-2020

Anticipated date(s) of fundraiser: Beginning 2/3/2020 Ending 2/12/2020

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

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

Method by which school will receive profit: cash Marshall County School

How and when will these funds be spent to benefit students/instruction: cheer uniforms

Requested by: Carey Judd / cheer Date: 1/14/2020  
Teacher/Club

Approved by: [Signature] Date: 1/14/20  
Principal

Approved by: [Signature] Date: 1-14-20  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

\$1,024<sup>00</sup> profit last yr.

Marshall County School System



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: Fan Cloth

Purpose of Fundraiser: Selling apparel in order to cover season expenses and new jerseys.

Fund/Account Name: MCHS Boys Soccer

Current balance of fund account \$ 3567.44 Date 1-22-20

Anticipated date(s) of fundraiser: Beginning ~~1/21/20~~ 2/3/20 Ending 2/14/20

Expected Student Involvement (schoolwide or specific school organization): Boys Soccer players

Margin of profit (if applicable): ~\$2000

Method by which school will receive profit: Fan Cloth check

How and when will these funds be spent to benefit students/instruction: Assist with funding the 2020 Boys Season and Soccer Jerseys

Requested by: Nicholas Warner Date: 1/14/20  
Teacher/Club

Approved by: [Signature] Date: 1/22/20  
Principal

Approved by: [Signature] Date: 1-23-20  
Director of Schools

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

To be completed following fundraiser:

|  |          |          |
|--|----------|----------|
| Total Collections                      | \$ _____ |          |
| Less: Total Expenses                   | \$ _____ |          |
| Total Fundraiser Profit                |          | \$ _____ |
| Total Purchases with Fundraiser Profit |          | \$ _____ |
| *Difference                            |          | \$ _____ |

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: City Saver Coupon Book

Purpose of Fundraiser: Raise money for uniforms, wind fence, and softball equipment

Fund/Account Name: Softball Booster Club

Current balance of fund account \$ 2,698.00 Date 12/20/2019

Anticipated date(s) of fundraiser: Beginning 2/4/2020 Ending 2/13/2020

Expected Student Involvement (schoolwide or specific school organization): Forrest middle school and high school Softball

Margin of profit (if applicable): \$3,000 - \$5,000

Method by which school will receive profit: Booster Club - check or cash

How and when will these funds be spent to benefit students/instruction: uniforms, wind fence, softball equipment

Requested by: Shelby Stinnett Date: 1/30/2020  
Teacher/Club

Approved by: [Signature] Date: 1/30/20  
Principal

Approved by: [Signature] Date: 1-3-20  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: ~~Concessions~~ Kisses with a Crush

Purpose of Fundraiser: Raise money for HOSEA

Fund/Account Name: HOSEA

Current balance of fund account \$ 3198.34 Date 1-15-2020

Anticipated date(s) of fundraiser: Beginning 2/6/2020 Ending 2/13/2020

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

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

Method by which school will receive profit: NA

How and when will these funds be spent to benefit students/instruction: allows HOSEA to donate + volunteer in the school + community

Requested by: Kristin Allen / HOSEA Date: 1/9/2020  
Teacher/Club

Approved by: [Signature] Date: 1/15/20  
Principal

Approved by: [Signature] Date: 1-15-20  
Director of Schools

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

### To be completed following fundraiser

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

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

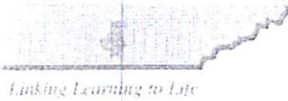
Total Fundraiser Profit \$ \_\_\_\_\_

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Parent Night Out -(2)

Purpose of Fundraiser: LMS cheer uniforms

Fund/Account Name: LMS cheer

Current balance of fund account \$ 1500<sup>00</sup> Date 1-14-2020

Anticipated date(s) of fundraiser: Beginning 2/7/2020 2/21/2020 Ending 2/7/2020 2/21/2020

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

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

Method by which school will receive profit: cash Marshall County School

How and when will these funds be spent to benefit students/instruction: cheer uniforms

Requested by: Cathy Jordan Date: 1/14/2020  
Teacher/Club

Approved by: Wana Cobb Date: 1/14/20  
Principal

Approved by: Geoff Lovell Date: 1-14-20  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

\_\_\_\_\_

\$1,680<sup>00</sup> profit last yr.



**Fundraiser Authorization**

Proposed Fundraising Activity: Advertisement Signs

Purpose of Fundraiser: raise money for 2020 season:  
transportation, game balls, and umpires

Fund/Account Name: MCHS Softball

Current balance of fund account \$ 300.00 Date 01/28/20

Anticipated date(s) of fundraiser: Beginning Feb 10, 2020 Ending \_\_\_\_\_

Expected Student Involvement (schoolwide or specific school organization): players will  
be responsible for mailing letters to businesses

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

Method by which school will receive profit: businesses who already have a sign will pay  
a fee to have their sign reposted, new businesses will pay to  
How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_ have a

specifically, these funds are used on Innes & umpires sign  
created

Requested by: Bailey Taylor  
Teacher/Club

Date: 01/28/20

Approved by: [Signature]  
Principal

Date: 1/28/20

Approved by: \_\_\_\_\_  
Director of Schools

Date: \_\_\_\_\_

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

To be completed following fundraiser:

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

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

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

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

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

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

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

\$2,772<sup>00</sup> profit last yr.



### Fundraiser Authorization

Proposed Fundraising Activity: We Fund online Donations

Purpose of Fundraiser: Funds for Baseball team

To use for travel expense and Equipm<sup>t</sup>-Field maintenance

Fund/Account Name: Marshall county Baseball team - dug out club

Current balance of fund account \$ 1,100<sup>00</sup> Date Jan 27, 2020

Anticipated date(s) of fundraiser: Beginning Feb. 10, 2020 Ending Feb. 28, 2020

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

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

Method by which school will receive profit: \_\_\_\_\_

How and when will these funds be spent to benefit students/instruction: to help pay for Equipm<sup>t</sup>, travel Expense 2020

Requested by: Marshall county Dugout club Date: 1-27-2020  
Teacher/Club

Approved by: [Signature] Date: 1/27/20  
Principal

Approved by: [Signature] Date: 1-27-20  
Director of Schools

\*\* Request must be made 60 days prior to the proposed fundraiser.  
To be completed following fundraiser:

|  |          |          |
|--|----------|----------|
| Total Collections                      | \$ _____ |          |
| Less: Total Expenses                   | \$ _____ |          |
| Total Fundraiser Profit                |          | \$ _____ |
| Total Purchases with Fundraiser Profit |          | \$ _____ |
| * Difference                           |          | \$ _____ |

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

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



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: MS Valentine's Dance + matchomatics printout

Purpose of Fundraiser: to raise money for Stu Co activities

Fund/Account Name: MS Student Council

Current balance of fund account \$ 1310.94 Date 1/7/20

Anticipated date(s) of fundraiser: February 13, 2020

Expected Student Involvement (school-wide or specific school organization): 7th + 8th

Margin of profit (if applicable): less cost of DJ + matchomatics

Method by which school will receive profit: \$5 to include dance + matchomatic printout

How and when will these funds be spent to benefit students/instruction: TCAP treats for students + end of year activities

Requested by: Curry / MS Student Council Date: 1/7/20  
Teacher/Club

Approved by: [Signature] Date: 1/10/20  
Principal

Approved by: [Signature] Date: 1-10-20  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Bake Sale

Purpose of Fundraiser: raise money for Beta Club activities

Fund/Account Name: Beta Club

Current balance of fund account \$ <300.00> Date 1/23/2020

Anticipated date(s) of fundraiser: Beginning Feb. 13, 2020 Ending same

Expected Student Involvement (schoolwide or specific school organization): schoolwide, hopefully

Margin of profit (if applicable): 100%

Method by which school will receive profit: sales of baked goods

How and when will these funds be spent to benefit students/instruction: defray costs of Beta activities

Requested by: Tracy Bailey / Beta Date: 1-23-2020  
Teacher/Club

Approved by: [Signature] Date: 1/23/20  
Principal

Approved by: [Signature] Date: 1-23-20  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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

# 1,764 <sup>47</sup> profit last yr.

### Fundraiser Authorization

Proposed Fundraising Activity: Book Fair  
 Purpose of Fundraiser: To raise money to buy more books and supplies for the library  
 Fund/Account Name: Cornersville Elementary Library  
 Current balance of fund account \$ 95.92 Date 1-29-2020  
 Anticipated date(s) of fundraiser: Beginning March 20 Ending March 26  
 Expected Student Involvement (schoolwide or specific school organization): School wide

Margin of profit (if applicable): \$ 1455.69

Method by which school will receive profit: CASH

How and when will these funds be spent to benefit students/instruction: To buy more books for the students to check out of the library

Requested by: Ruth Hagood Date: 1-21-2020  
Teacher/Club

Approved by: Cheryl Ewing Date: 1-29-2020  
Principal

Approved by: Carol Lovell Date: 1-30-20  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

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

### Fundraiser Authorization

Proposed Fundraising Activity: Country Meat Snacks

Purpose of Fundraiser: Raise funds to offset the expenses for Honor Club the remainder of the year and beginning of next yr.

Fund/Account Name: Westhills Honor Club

Current balance of fund account \$ 462.16 Date 1/28/2020

Anticipated date(s) of fundraiser: Beginning April 6, 2020 Ending April 17, 2020

Expected Student Involvement (schoolwide or specific school organization): We anticipate a large amount of support due to the nature of the product.

Margin of profit (if applicable): Kids LOVE them! 45% profit 55¢ per stick - sell \$1.00

Method by which school will receive profit: Cash given by buyers to be deposited into Honor Club account by school accountant

How and when will these funds be spent to benefit students/instruction: May for end of yr activities, supplies for Spring service project, and 2020-2021 induction

Requested by: Ashley Johnson/Honor Club Chair Date: 1/28/2020

Approved by: Rachel Pen Date: 1/28/20

Approved by: Gaech Lovell Date: 1-29-20

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

To be completed following fundraiser:

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

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

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

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

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

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

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



Linking Learning to Life

# Fundraiser Authorization

~~1702~~ \$1702 PROFIT  
LAST YEAR  
(2019)

Proposed Fundraising Activity: SOUTHERN SCENTS & MORE

Purpose of Fundraiser: \_\_\_\_\_

TO RAISE FUNDS TO SUPPORT JR BAND

Fund/Account Name: ROCKET BAND OF BLUE BOOSTERS

Current balance of fund account \$ ~11,300 Date 1/16/2020

Anticipated date(s) of fundraiser: Beginning APRIL 6, 2020 Ending APRIL 20, 2020

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

TAKE BEAR CANDLE ORDERS FROM FRIENDS & FAMILY

Margin of profit (if applicable): 50%

Method by which school will receive profit: CASH/CHECK

How and when will these funds be spent to benefit students/instruction: AS NEEDED

Requested by: WENDY KNIGHT - RB03  
Teacher/Club

Date: 1/13/2020

Approved by: [Signature]  
Principal

Date: 1/21/20

Approved by: [Signature]  
Director of Schools

Date: 1-21-20

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

To be completed following fundraiser:

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

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

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

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

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

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

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



#209.00 profit last yr.

### Fundraiser Authorization

Proposed Fundraising Activity: Spot Lowe Cruise-In

Purpose of Fundraiser: Automotive account and student involvement in a motor-sport event

Fund/Account Name: Spot Lowe Automotive

Current balance of fund account: \$300.24 Date: 2/4/20

Anticipated date(s) of fundraiser: 5/2/2020

Expected Student Involvement (school wide or specific school organization): Spot Lowe Technology Center's automotive students

Margin of profit (if applicable): \$200.00

Method by which school will receive profit: Donations from participants, food vendor.

How and when will these funds be spent to benefit students/instruction: Student awards and travel.

Requested by: Jerry Hooper  
Teacher/Club

Date: 2/4/2020

Approved by: [Signature]  
Principal

Date: 2/4/20

Approved by: [Signature]  
Director of Schools

Date: 2-4-20

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



### Fundraiser Authorization

Proposed Fundraising Activity: Mattress Sale for MCHS Band & Chorus

Purpose of Fundraiser: Band - Instruments

Chorus - Risers

Fund/Account Name: MCHS Chorus / MCHS Band Booster Account

Current balance of fund account \$12,000 / \$7,000 Date Jan. 24, 2020

Anticipated date(s) of fundraiser: Beginning May 3, 2020 Ending May 3, 2020

Expected Student Involvement (schoolwide or specific school organization): Chorus & Band

students

Margin of profit (if applicable): Pending amount sold

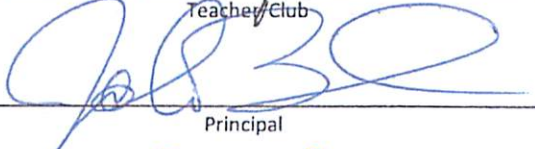
Method by which school will receive profit: Not applicable

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

spent the following year for new instruments & risers

Requested by: Elise Dumsler / Brant Poindexter Date: Jan. 24, 2020

Teacher/Club

Approved by: 

Principal

Date: 1/24/20

Approved by: 

Director of Schools

Date: 1-27-20

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

To be completed following fundraiser:

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Golf Tournament

Purpose of Fundraiser: Raise funds to support  
MCSS Football

Fund/Account Name: Tiger Quarterback Club

Current balance of fund account \$ 34700.00 Date 1/20/20

Anticipated date(s) of fundraiser: Beginning June 2020 Ending June 2020

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

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

Method by which school will receive profit: Team meal + other

How and when will these funds be spent to benefit students/instruction: 2020/2021 school year

Requested by: Osteen / MC Football  
Teacher/Club

Date: 1/23/20

Approved by: [Signature]  
Principal

Date: 1/27/20

Approved by: [Signature]  
Director of Schools

Date: 1-28-20

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

To be completed following fundraiser:

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

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

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

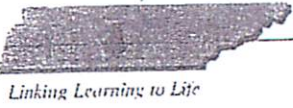
Total Purchases with Fundraiser Profit \$ \_\_\_\_\_

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

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

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

\$13,642<sup>51</sup> profit last yr.



### Fundraiser Authorization

Proposed Fundraising Activity: Football Media Guide

Purpose of Fundraiser: Raise funds to support MCHS Football team

Fund/Account Name: TIGER Quarterback Club

Current balance of fund account \$ \$4700<sup>00</sup> Date 1/20/20

Anticipated date(s) of fundraiser: Beginning July 2020 Ending Oct 2020

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

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

Method by which school will receive profit: team meal + other

How and when will these funds be spent to benefit students/instruction: 2020-2021 School yr

Requested by: Osteen / MC Football Date: 1/23/20  
Teacher/Club

Approved by: [Signature] Date: 1/23/20  
Principal

Approved by: [Signature] Date: 1-28-20  
Director of Schools

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

To be completed following fundraiser:

|  |          |
|--|----------|
| Total Collections                      | \$ _____ |
| Less: Total Expenses                   | \$ _____ |
| Total Fundraiser Profit                | \$ _____ |
| Total Purchases with Fundraiser Profit | \$ _____ |
| *Difference                            | \$ _____ |

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

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

\$1,640<sup>50</sup> profit last yr.



Fundraiser Authorization

Proposed Fundraising Activity: Clothing Sales

Purpose of Fundraiser: Raise funds to support MCHS

Football

Fund/Account Name: Tiger Quarterback Club

Current balance of fund account \$ 4700<sup>00</sup> Date 1/23/20

Anticipated date(s) of fundraiser: Beginning July 2020 Ending Nov 2020

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

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

Method by which school will receive profit: team meal + other

How and when will these funds be spent to benefit students/instruction: 2020/2021 school year

Requested by: Osteen / MC Football  
Teacher/Club

Date: 1/23/20

Approved by: [Signature]  
Principal

Date: 1/27/20

Approved by: [Signature]  
Director of Schools

Date: 1-28-20

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

To be completed following fundraiser:

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

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

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

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

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

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

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



Linking Learning to Life

# Fundraiser Authorization

\$59 LAST YEAR (PAID OUT)

Proposed Fundraising Activity: ICE CREAM SOCIAL

Purpose of Fundraiser:

TO RAISE FUNDS TO SUPPORT THE BAND

Fund/Account Name: ROCKET BAND OF BLUE BOOSTERS

Current balance of fund account \$ ~\$11,300 Date 1/16/2020

Anticipated date(s) of fundraiser: Beginning ON JULY 4th (OR DAY OF CHAPEL HILL) Ending FIREWORKS

Expected Student Involvement (schoolwide or specific school organization):

SET UP, SERVE ICE CREAM, CLEAN UP

Margin of profit (if applicable): 100%

Method by which school will receive profit: CASH

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

Requested by: WENDY KNIGHT - RB013 Date: 1/13/2020  
Teacher/Club

Approved by: [Signature] Date: 1/21/20  
Principal

Approved by: [Signature] Date: 1-21-20  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

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

#5,472<sup>12</sup> profit last yr.



Fundraiser Authorization

Proposed Fundraising Activity: Football Tournament

Purpose of Fundraiser: Raise funds to support MCHS Football

Fund/Account Name: TIGER Quarterback Club

Current balance of fund account \$ 4700<sup>00</sup> Date 1/20/20

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

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

School wide

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

Method by which school will receive profit: team meal & other

How and when will these funds be spent to benefit students/instruction: 2020/2021 School Year

Requested by: Osteen/MC Football  
Teacher/Club

Date: 1/23/20

Approved by: [Signature]  
Principal

Date: 1/27/20

Approved by: [Signature]  
Director of Schools

Date: 1-28-20

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

To be completed following fundraiser:

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

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

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

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

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

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

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

**2019-2020 Consolidated Application  
Free/Reduced Lunch Percentages**

**Aug. 2019**

| School          | # Free/Red  | ADM         | % F/R         |
|-----------------|-------------|-------------|---------------|
| MES             | 329         | 436         | 75.46%        |
| LMS             | 300         | 457         | 65.65%        |
| WES             | 448         | 652         | 68.71%        |
| OGES            | 267         | 392         | 68.11%        |
| CES             | 195         | 436         | 44.72%        |
| MCHS            | 498         | 859         | 57.97%        |
| CHS             | 161         | 446         | 36.10%        |
| CHES            | 198         | 549         | 36.07%        |
| FHS             | 206         | 757         | 27.21%        |
| DHIS            | 145         | 415         | 34.94%        |
| <b>District</b> | <b>2747</b> | <b>5399</b> | <b>50.88%</b> |

**Sept. 2019**

| School          | # Free/Red  | ADM         | % F/R         |
|-----------------|-------------|-------------|---------------|
| MES             | 332         | 418         | 79.43%        |
| LMS             | 311         | 452         | 68.81%        |
| WES             | 467         | 652         | 71.63%        |
| OGES            | 285         | 386         | 73.83%        |
| CES             | 203         | 432         | 46.99%        |
| MCHS            | 525         | 836         | 62.80%        |
| CHS             | 170         | 446         | 38.12%        |
| CHES            | 198         | 541         | 36.60%        |
| FHS             | 206         | 747         | 27.58%        |
| DHIS            | 134         | 415         | 32.29%        |
| <b>District</b> | <b>2831</b> | <b>5325</b> | <b>53.16%</b> |

**Oct. 2019**

| School          | # Free/Red  | ADM         | % F/R         |
|-----------------|-------------|-------------|---------------|
| MES             | 335         | 423         | 79.20%        |
| LMS             | 313         | 443         | 70.65%        |
| WES             | 469         | 635         | 73.86%        |
| OGES            | 273         | 381         | 71.65%        |
| CES             | 205         | 430         | 47.67%        |
| MCHS            | 525         | 835         | 62.87%        |
| CHS             | 173         | 447         | 38.70%        |
| CHES            | 199         | 538         | 36.99%        |
| FHS             | 207         | 746         | 27.75%        |
| DHIS            | 145         | 408         | 35.54%        |
| <b>District</b> | <b>2844</b> | <b>5286</b> | <b>53.80%</b> |

**Nov. 2019**

| School          | # Free/Red  | ADM         | % F/R         |
|-----------------|-------------|-------------|---------------|
| MES             | 334         | 420         | 79.52%        |
| LMS             | 317         | 444         | 71.40%        |
| WES             | 479         | 642         | 74.61%        |
| OGES            | 271         | 379         | 71.50%        |
| CES             | 205         | 440         | 46.59%        |
| MCHS            | 530         | 833         | 63.63%        |
| CHS             | 174         | 448         | 38.84%        |
| CHES            | 197         | 536         | 36.75%        |
| FHS             | 206         | 742         | 27.76%        |
| DHIS            | 145         | 408         | 35.54%        |
| <b>District</b> | <b>2858</b> | <b>5292</b> | <b>54.01%</b> |

**Dec. 2019**

| School          | # Free/Red  | ADM         | % F/R         |
|-----------------|-------------|-------------|---------------|
| MES             | 339         | 425         | 79.76%        |
| LMS             | 318         | 441         | 72.11%        |
| WES             | 476         | 649         | 73.34%        |
| OGES            | 273         | 380         | 71.84%        |
| CES             | 209         | 440         | 47.50%        |
| MCHS            | 530         | 845         | 62.72%        |
| CHS             | 175         | 445         | 39.33%        |
| CHES            | 197         | 536         | 36.75%        |
| FHS             | 207         | 741         | 27.94%        |
| DHIS            | 149         | 409         | 36.43%        |
| <b>District</b> | <b>2873</b> | <b>5311</b> | <b>54.10%</b> |

**Jan. 2020**

| School          | # Free/Red  | ADM         | % F/R         |
|-----------------|-------------|-------------|---------------|
| MES             | 351         | 429         | 81.82%        |
| LMS             | 317         | 435         | 72.87%        |
| WES             | 477         | 641         | 74.41%        |
| OGES            | 271         | 375         | 72.27%        |
| CES             | 215         | 439         | 48.97%        |
| MCHS            | 536         | 819         | 65.45%        |
| CHS             | 175         | 443         | 39.50%        |
| CHES            | 202         | 537         | 37.62%        |
| FHS             | 203         | 732         | 27.73%        |
| DHIS            | 149         | 407         | 36.61%        |
| <b>District</b> | <b>2873</b> | <b>5257</b> | <b>54.65%</b> |

**Feb. 2020**

| School          |  | #<br>Free/Red | ADM | % F/R |
|-----------------|--|---------------|-----|-------|
| MES             |  |               |     |       |
| LMS             |  |               |     |       |
| WES             |  |               |     |       |
| OGES            |  |               |     |       |
| CES             |  |               |     |       |
| MCHS            |  |               |     |       |
| CHS             |  |               |     |       |
| CHES            |  |               |     |       |
| FHS             |  |               |     |       |
| DHIS            |  |               |     |       |
| <b>District</b> |  |               |     |       |

**Mar. 2020**

| School          |  | #<br>Free/Red | ADM | % F/R |
|-----------------|--|---------------|-----|-------|
| MES             |  |               |     |       |
| LMS             |  |               |     |       |
| WES             |  |               |     |       |
| OGES            |  |               |     |       |
| CES             |  |               |     |       |
| MCHS            |  |               |     |       |
| CHS             |  |               |     |       |
| CHES            |  |               |     |       |
| FHS             |  |               |     |       |
| DHIS            |  |               |     |       |
| <b>District</b> |  |               |     |       |

**Apr. 2020**

| School          |  | #<br>Free/Red | ADM | % F/R |
|-----------------|--|---------------|-----|-------|
| MES             |  |               |     |       |
| LMS             |  |               |     |       |
| WES             |  |               |     |       |
| OGES            |  |               |     |       |
| CES             |  |               |     |       |
| MCHS            |  |               |     |       |
| CHS             |  |               |     |       |
| CHES            |  |               |     |       |
| FHS             |  |               |     |       |
| DHIS            |  |               |     |       |
| <b>District</b> |  |               |     |       |

**May 2020**

| School          |  | #<br>Free/Red | ADM | % F/R |
|-----------------|--|---------------|-----|-------|
| MES             |  |               |     |       |
| LMS             |  |               |     |       |
| WES             |  |               |     |       |
| OGES            |  |               |     |       |
| CES             |  |               |     |       |
| MCHS            |  |               |     |       |
| CHS             |  |               |     |       |
| CHES            |  |               |     |       |
| FHS             |  |               |     |       |
| DHIS            |  |               |     |       |
| <b>District</b> |  |               |     |       |



# Marshall County Board of Education

|  |  |                                  |                                 |
|--|--|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in January</b> | Descriptor Term:<br><b>Financial Reports and Records</b> | Descriptor Code:<br><b>2.701</b> | Issued Date:<br><b>08/14/01</b> |
|  |  | Rescinds:<br><b>DIB</b>          | Issued:<br><b>07/28/93</b>      |

1 **FINANCIAL REPORTS**

2  
3 The Executive Committee shall submit to the Board at each regular board meeting a report of all business  
4 transacted since the last regular meeting.<sup>1</sup>

5  
6 A report indicating all receipts and expenditures will be given quarterly to the County Commission.<sup>2</sup> Each  
7 report will show the amount of the annual appropriation, the amount expended by account to date, the  
8 amount encumbered and the free balance in each account.

9  
10 The director of schools shall submit monthly financial reports to the Board and to state and federal  
11 agencies as required.<sup>3</sup>

12  
13 **FINANCIAL RECORDS**

14  
15 The director of schools shall maintain all financial records as required by regulation and applicable state and  
16 federal law. The Board, from time to time, may determine to extend the retention time for certain records.<sup>4</sup>

17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34

35  
36 Legal References:

- 37 1. TCA 49-2-206(5)  
38 2. TCA 49-2-301(b)(11)(S)  
39 3. TCA 49-2-301(b)(1)(2)  
40 4. *Tennessee Internal School Uniform Accounting Policy Manual*; Section 4-21  
41

35  
36 Cross Reference:

School Board Records 1.407

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Revenues (Date: 12/2019)

| Fnd T Acct Obj Prj Loc Prq    | Account Level<br>Description | 2019-20              | 2019-20              | 2019-20              | Unexpended           | December 2019-20    |
|-------------------------------|------------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|
|                               |                              | Original Budget      | Revised Budget       | FYTD Activity        | Balance              | Monthly Activity    |
| 141 R 40110 000 000 00000 000 | CURRENT PROPERTY TAX         | 9,148,572.00         | 9,148,572.00         | 4,182,808.85         | 4,965,763.15         | 3,215,763.50        |
| 141 R 40120 000 000 00000 000 | TRUSTEE'S COLLECTIONS        | 149,934.00           | 149,934.00           | 29,731.56            | 120,202.44           | 14,954.92           |
| 141 R 40125 000 000 00000 000 | TRUSTEE'S COLLECTIONS        | 25,133.00            | 25,133.00            | 915.34               | 24,217.66            |                     |
| 141 R 40130 000 000 00000 000 | CIR CLK/CLK & MASTER         | 51,676.00            | 51,676.00            | 32,498.91            | 19,177.09            | 15,126.82           |
| 141 R 40140 000 000 00000 000 | INTEREST AND PENALTY         | 30,513.00            | 30,513.00            | 9,619.52             | 20,893.48            | 2,185.36            |
| 141 R 40210 000 000 00000 000 | LOCAL OPTION SALES TA        | 2,230,835.00         | 2,230,835.00         | 1,319,821.66         | 911,013.34           | 250,893.10          |
| 141 R 40275 000 000 00000 000 | MIXED DRINK TAX              | 6,000.00             | 6,000.00             | 314.00               | 5,686.00             | 39.50               |
| 141 R 40275 000 000 30002 000 | MIXED DRINK TAX              |                      |                      | 5,408.36             | -5,408.36            | 1,018.21            |
| 141 R 40350 000 000 00000 000 | INTERSTATE TELECOMMUN        | 1,719.00             | 1,719.00             |                      | 1,719.00             |                     |
| 141 R 41110 000 000 00000 000 | MARRIAGE LICENSES            | 1,867.00             | 1,867.00             | 1,244.50             | 622.50               | 190.00              |
| 141 R 43517 000 000 02104 000 | TUITION-WES AFTER SCHOOL     |                      |                      | 6,933.48             | -6,933.48            | 3,283.57            |
| 141 R 43517 000 000 02105 000 | CVES-TUITION AFTER SCHOOL    |                      |                      | 3,660.00             | -3,660.00            | 2,040.00            |
| 141 R 43570 000 000 00000 000 | RECEIPTS FROM INDIVID        | 90,000.00            | 90,000.00            | 39,485.86            | 50,514.14            | 7,740.50            |
| 141 R 43583 000 000 00000 000 | TBI CRIMINAL BACKGROU        | 2,000.00             | 2,000.00             | 2,107.65             | -107.65              |                     |
| 141 R 44130 000 000 00000 000 | SALE OF MATERIALS AND        | 3,000.00             | 3,000.00             | 2,466.20             | 533.80               | 2,363.20            |
| 141 R 44170 000 000 00000 000 | MISCELLANEOUS REFUNDS        | 70,000.00            | 70,000.00            | 4,619.34             | 65,380.66            | 559.34              |
| 141 R 44170 000 000 00003 000 | MISCELLANEOUS REFUNDS        |                      |                      | 4,590.46             | -4,590.46            | 1,197.39            |
| 141 R 44170 000 000 30008 000 | MISC REFUNDS-STELLER         |                      |                      | 24,020.42            | -24,020.42           | 7,503.99            |
| 141 R 44530 000 000 00000 000 | SALE OF EQUIPMENT            | 3,000.00             | 3,000.00             |                      | 3,000.00             |                     |
| 141 R 44560 000 000 00000 000 | DAMAGES RECOVERED FRO        | 1,000.00             | 1,000.00             | 100.00               | 900.00               |                     |
| 141 R 44990 000 000 00000 000 | OTHER LOCAL REVENUES         | 400,000.00           | 400,000.00           |                      | 400,000.00           |                     |
| 141 R 46511 000 000 00000 000 | BASIC EDUCATION PROGR 2      | 29,677,000.00        | 29,677,000.00        | 14,889,500.00        | 14,787,500.00        | 2,977,900.00        |
| 141 R 46515 000 000 00000 000 | EARLY CHILDHOOD EDUCA        | 201,652.00           | 201,652.00           | 36,779.69            | 164,872.31           |                     |
| 141 R 46550 000 000 00000 000 | DRIVER EDUCATION             | 15,000.00            | 15,000.00            |                      | 15,000.00            |                     |
| 141 R 46590 000 000 00000 000 | OTHER STATE EDUCATION        | 190,000.00           | 190,000.00           |                      | 190,000.00           |                     |
| 141 R 46590 000 000 30003 000 | OTHER STATE EDUCATION-CSH    |                      |                      | 17,259.24            | -17,259.24           |                     |
| 141 R 46590 000 000 40080 000 |                              |                      |                      | 3,200.00             | -3,200.00            |                     |
| 141 R 46610 000 000 00000 000 | CAREER LADDER PROGRAM        | 87,300.00            | 87,300.00            | 53,869.52            | 33,430.48            |                     |
| 141 R 46851 000 000 00000 000 | STATE REVENUE SHARING        | 190,000.00           | 190,000.00           | 78,917.92            | 111,082.08           |                     |
| 141 R 47143 000 000 00000 000 | SPECIAL EDUCATION - G        |                      |                      | 9,547.92             | -9,547.92            |                     |
| 141 R 47147 000 000 00000 000 | SAFE AND DRUG-FREE SC        |                      |                      | 64,056.07            | -64,056.07           | 51,145.19           |
| 141 R 49700 000 000 00000 000 | INSURANCE RECOVERY           | 10,000.00            | 10,000.00            | 137,110.94           | -127,110.94          |                     |
| 141 R -----                   |                              | 42,586,201.00        | 42,586,201.00        | 20,960,587.41        | 21,625,613.59        | 6,553,904.59        |
| 141 - -----                   |                              | 42,586,201.00        | 42,586,201.00        | 20,960,587.41        | 21,625,613.59        | 6,553,904.59        |
| <b>Grand Revenue Totals</b>   |                              | <b>42,586,201.00</b> | <b>42,586,201.00</b> | <b>20,960,587.41</b> | <b>21,625,613.59</b> | <b>6,553,904.59</b> |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj Prj Loc                 | Prq Obj         | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-----------------------------|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |                             |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 71100      | REGULAR INSTRUCTION PROGRAM |                 |                 |                |               |            |                   |                  |                   |
| 71100 116  |                             | TEACHERS        | 14,791,816.00   | 14,791,816.00  | 6,059,440.22  |            | 8,732,375.78      | 1,232,517.30     |                   |
| 71100 117  |                             | CAREER LADDER P | 53,600.00       | 53,600.00      | 24,875.00     |            | 28,725.00         |                  |                   |
| 71100 128  |                             | HOMEBOUND TEACH | 14,000.00       | 14,000.00      | 4,987.50      |            | 9,012.50          | 1,850.00         |                   |
| 71100 163  |                             | EDUCATIONAL ASS | 696,984.00      | 696,984.00     | 301,509.84    |            | 395,474.16        | 61,452.02        |                   |
| 71100 186  |                             | LONGEVITY PAY   | 159,700.00      | 159,700.00     | 158,200.00    |            | 1,500.00          |                  |                   |
| 71100 189  |                             | OTHER SALARIES  | 52,000.00       | 52,000.00      | 34,499.92     |            | 17,500.08         | 23,504.00        |                   |
| 71100 195  |                             | CERTIFIED SUBST | 45,000.00       | 45,000.00      | 13,534.28     |            | 31,465.72         | 3,010.00         |                   |
| 71100 198  |                             | NON-CERTIFIED S | 185,000.00      | 185,000.00     | 71,322.47     |            | 113,677.53        | 18,532.50        |                   |
| 71100 201  |                             | SOCIAL SECURITY | 991,882.00      | 991,882.00     | 380,986.59    |            | 610,895.41        | 76,457.04        |                   |
| 71100 204  |                             | STATE RETIREMEN | 1,652,706.00    | 1,652,706.00   | 624,950.05    |            | 1,027,755.95      | 123,089.88       |                   |
| 71100 207  |                             | MEDICAL INSURAN | 3,184,233.00    | 3,184,233.00   | 1,561,046.59  |            | 1,623,186.41      | 312,832.53       |                   |
| 71100 208  |                             | DENTAL INSURANC | 10,590.00       | 10,590.00      | 5,381.80      |            | 5,208.20          | 1,089.84         |                   |
| 71100 210  |                             | UNEMPLOYMENT CO | 11,536.00       | 11,536.00      | 692.84        |            | 10,843.16         | 130.98           |                   |
| 71100 212  |                             | EMPLOYER MEDICA | 223,973.00      | 223,973.00     | 89,932.21     |            | 134,040.79        | 18,049.73        |                   |
| 71100 217  |                             | RETIREMENT-HYBR |                 |                | 29,547.71     |            | -29,547.71        | 6,047.28         |                   |
| 71100 336  |                             | MAINTENANCE AND | 40,000.00       | 40,000.00      | 20,523.72     | 1,678.54   | 17,797.74         | 3,524.26         | 7,470.41          |
| 71100 355  |                             | TRAVEL          | 2,000.00        | 2,000.00       | 603.20        |            | 1,396.80          | 131.97           |                   |
| 71100 356  |                             | TUITION         | 6,000.00        | 6,000.00       | 6,000.00      |            |                   |                  |                   |
| 71100 399  |                             | OTHER CONTRACTE | 82,250.00       | 82,250.00      | 33,147.93     |            | 49,102.07         | 10,704.91        |                   |
| 71100 429  |                             | INSTRUCTIONAL S | 297,500.00      | 297,500.00     | 222,204.58    | 3,003.14   | 72,292.28         | 14,146.74        | 19,023.86         |
| 71100 449  |                             | TEXTBOOKS       | 300,000.00      | 300,000.00     | 144,214.78    | 7,085.61   | 148,699.61        |                  | 113,655.51        |
| 71100 599  |                             | OTHER CHARGES   | 10,000.00       | 10,000.00      |               |            | 10,000.00         |                  |                   |
| 71100 722  |                             | REGULAR INSTRUC | 508,325.00      | 508,325.00     | 455,554.48    | 9,338.02   | 43,432.50         | 3,294.25         | 15,404.32         |
| 71100 ---  |                             | REGULAR INSTRUC | 23,319,095.00   | 23,319,095.00  | 10,243,155.71 | 21,105.31  | 13,054,833.98     | 1,910,365.23     | 155,554.10        |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T | Acct  | Obj | Pri | Loc | Prq | Obj                            | 2019-20<br>Original Budget | 2019-20<br>Revised Budget | 2019-20<br>FYTD Activity | Encumbered<br>Amount | Unencumbered<br>Balance - YTD Act | December 2019-20<br>Monthly Activity | 2019-20<br>Enc Carry Forward |
|-------|-------|-----|-----|-----|-----|--------------------------------|----------------------------|---------------------------|--------------------------|----------------------|-----------------------------------|--------------------------------------|------------------------------|
| 71150 |       |     |     |     |     | ALTERNATIVE INSTRUCTION PROGRA |                            |                           |                          |                      |                                   |                                      |                              |
|       | 71150 | 116 |     |     |     | TEACHERS                       | 117,654.00                 | 117,654.00                | 52,563.45                |                      | 65,090.55                         | 10,512.69                            |                              |
|       | 71150 | 186 |     |     |     | LONGEVITY PAY                  | 1,500.00                   | 1,500.00                  | 1,500.00                 |                      |                                   |                                      |                              |
|       | 71150 | 198 |     |     |     | NON-CERTIFIED S                | 1,245.00                   | 1,245.00                  | 445.00                   |                      | 800.00                            |                                      |                              |
|       | 71150 | 201 |     |     |     | SOCIAL SECURITY                | 7,465.00                   | 7,465.00                  | 3,158.25                 |                      | 4,306.75                          | 607.47                               |                              |
|       | 71150 | 204 |     |     |     | STATE RETIREMEN                | 12,666.00                  | 12,666.00                 | 4,710.40                 |                      | 7,955.60                          | 917.39                               |                              |
|       | 71150 | 207 |     |     |     | MEDICAL INSURAN                | 25,496.00                  | 25,496.00                 | 12,748.80                |                      | 12,747.20                         | 2,549.76                             |                              |
|       | 71150 | 208 |     |     |     | DENTAL INSURANC                | 46.00                      | 46.00                     | 22.80                    |                      | 23.20                             | 4.56                                 |                              |
|       | 71150 | 210 |     |     |     | UNEMPLOYMENT CO                | 56.00                      | 56.00                     | 1.30                     |                      | 54.70                             |                                      |                              |
|       | 71150 | 212 |     |     |     | EMPLOYER MEDICA                | 1,724.00                   | 1,724.00                  | 738.62                   |                      | 985.38                            | 142.07                               |                              |
|       | 71150 | 217 |     |     |     | RETIREMENT-HYBR                |                            |                           | 567.20                   |                      | -567.20                           | 109.50                               |                              |
|       | 71150 | 307 |     |     |     | COMMUNICATION                  | 120.00                     | 120.00                    | 4.56                     |                      | 115.44                            | 0.45                                 |                              |
|       | 71150 | 399 |     |     |     | OTHER CONTRACTE                | 3,000.00                   | 3,000.00                  |                          |                      | 3,000.00                          |                                      |                              |
|       | 71150 | 429 |     |     |     | INSTRUCTIONAL S                | 800.00                     | 800.00                    | 498.86                   |                      | 301.14                            |                                      |                              |
|       | 71150 | 722 |     |     |     | REGULAR INSTRUC                | 3,000.00                   | 3,000.00                  |                          |                      | 3,000.00                          |                                      |                              |
|       | 71150 | --- |     |     |     | ALTERNATIVE INS                | 174,772.00                 | 174,772.00                | 76,959.24                |                      | 97,812.76                         | 14,843.89                            |                              |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj | Prj | Loc | Prg | Obj             | 2019-20                   | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-----|-----|-----|-----|-----------------|---------------------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |     |     |     |     |                 | Original Budget           | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 71200      |     |     |     |     |                 | SPECIAL EDUCATION PROGRAM |                |               |            |                   |                  |                   |
| 71200      | 116 |     |     |     | TEACHERS        | 1,313,644.00              | 1,313,644.00   | 517,215.12    |            | 796,428.88        | 104,146.40       |                   |
| 71200      | 117 |     |     |     | CAREER LADDER P | 8,000.00                  | 8,000.00       | 4,425.00      |            | 3,575.00          |                  |                   |
| 71200      | 128 |     |     |     | HOMEBOUND TEACH | 8,000.00                  | 8,000.00       | 878.75        |            | 7,121.25          |                  |                   |
| 71200      | 163 |     |     |     | EDUCATIONAL ASS | 376,452.00                | 376,452.00     | 167,956.46    |            | 208,495.54        | 33,696.78        |                   |
| 71200      | 171 |     |     |     | SPEECH PATHOLOG | 230,522.00                | 230,522.00     | 125,680.30    |            | 104,841.70        | 25,136.06        |                   |
| 71200      | 186 |     |     |     | LONGEVITY PAY   | 24,700.00                 | 24,700.00      | 22,950.00     |            | 1,750.00          |                  |                   |
| 71200      | 195 |     |     |     | CERTIFIED SUBST | 4,000.00                  | 4,000.00       | 1,715.00      |            | 2,285.00          | 420.00           |                   |
| 71200      | 198 |     |     |     | NON-CERTIFIED S | 24,000.00                 | 24,000.00      | 13,945.00     |            | 10,055.00         | 3,055.00         |                   |
| 71200      | 201 |     |     |     | SOCIAL SECURITY | 123,338.00                | 123,338.00     | 47,822.50     |            | 75,515.50         | 9,285.14         |                   |
| 71200      | 204 |     |     |     | STATE RETIREMEN | 196,705.00                | 196,705.00     | 74,064.54     |            | 122,640.46        | 14,678.68        |                   |
| 71200      | 207 |     |     |     | MEDICAL INSURAN | 589,210.00                | 589,210.00     | 272,958.67    |            | 316,251.33        | 55,713.23        |                   |
| 71200      | 208 |     |     |     | DENTAL INSURANC | 1,780.00                  | 1,780.00       | 939.36        |            | 840.64            | 196.08           |                   |
| 71200      | 210 |     |     |     | UNEMPLOYMENT CO | 1,724.00                  | 1,724.00       | 178.14        |            | 1,545.86          | 16.82            |                   |
| 71200      | 212 |     |     |     | EMPLOYER MEDICA | 28,845.00                 | 28,845.00      | 11,225.39     |            | 17,619.61         | 2,175.55         |                   |
| 71200      | 217 |     |     |     | RETIREMENT-HYBR |                           |                | 4,405.42      |            | -4,405.42         | 870.77           |                   |
| 71200      | 312 |     |     |     | CONTRACTS WITH  |                           |                | 21,958.25     |            | -21,958.25        | 14,459.20        |                   |
| 71200      | 399 |     |     |     | OTHER CONTRACTE | 76,000.00                 | 76,000.00      | 5,868.84      |            | 70,131.16         |                  |                   |
| 71200      | 429 |     |     |     | INSTRUCTIONAL S | 6,600.00                  | 6,600.00       | 5,600.00      |            | 1,000.00          |                  |                   |
| 71200      | 790 |     |     |     | OTHER EQUIPMENT | 1,000.00                  | 1,000.00       |               |            | 1,000.00          |                  |                   |
| 71200      | --- |     |     |     | SPECIAL EDUCATI | 3,014,520.00              | 3,014,520.00   | 1,299,786.74  |            | 1,714,733.26      | 263,849.71       |                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj Prj Loc | Prg Obj | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |          |
|------------|-------------|---------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|----------|
|            |             |         | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |          |
| 71300      |             |         |                 |                |               |            |                   |                  |                   |          |
| 71300 116  |             |         | TEACHERS        | 977,110.00     | 977,110.00    | 406,888.54 |                   | 570,221.46       | 81,677.63         |          |
| 71300 117  |             |         | CAREER LADDER P | 3,000.00       | 3,000.00      | 1,435.00   |                   | 1,565.00         | 72.50             |          |
| 71300 186  |             |         | LONGEVITY PAY   | 9,500.00       | 9,500.00      | 8,750.00   |                   | 750.00           |                   |          |
| 71300 195  |             |         | CERTIFIED SUBST | 1,000.00       | 1,000.00      | 210.00     |                   | 790.00           | 70.00             |          |
| 71300 198  |             |         | NON-CERTIFIED S | 6,900.00       | 6,900.00      | 4,982.50   |                   | 1,917.50         | 1,925.00          |          |
| 71300 201  |             |         | SOCIAL SECURITY | 61,846.00      | 61,846.00     | 24,253.22  |                   | 37,592.78        | 4,785.92          |          |
| 71300 204  |             |         | STATE RETIREMEN | 105,196.00     | 105,196.00    | 41,564.65  |                   | 63,631.35        | 8,127.78          |          |
| 71300 207  |             |         | MEDICAL INSURAN | 201,100.00     | 201,100.00    | 96,805.18  |                   | 104,294.82       | 19,735.73         |          |
| 71300 208  |             |         | DENTAL INSURANC | 684.00         | 684.00        | 342.00     |                   | 342.00           | 68.40             |          |
| 71300 210  |             |         | UNEMPLOYMENT CO | 564.00         | 564.00        | 31.25      |                   | 532.75           | 4.36              |          |
| 71300 212  |             |         | EMPLOYER MEDICA | 14,464.00      | 14,464.00     | 5,675.56   |                   | 8,788.44         | 1,121.86          |          |
| 71300 217  |             |         | RETIREMENT-HYBR |                |               | 1,519.65   |                   | -1,519.65        | 311.45            |          |
| 71300 336  |             |         | MAINTENANCE AND | 1,600.00       | 1,600.00      | 2,603.50   |                   | -1,003.50        |                   | 2,545.00 |
| 71300 429  |             |         | INSTRUCTIONAL S | 22,800.00      | 22,800.00     | 12,425.53  | 273.06            | 10,101.41        | 2,361.90          |          |
| 71300 449  |             |         | TEXTBOOKS       | 2,000.00       | 2,000.00      | 2,587.58   |                   | -587.58          |                   |          |
| 71300 599  |             |         | OTHER CHARGES   | 500.00         | 500.00        |            |                   | 500.00           |                   |          |
| 71300 730  |             |         | VOCATIONAL INST | 30,000.00      | 30,000.00     | 10,787.46  | 437.50            | 18,775.04        | 318.41            | 6,034.95 |
| 71300 ---  |             |         | VOCATIONAL EDUC | 1,438,264.00   | 1,438,264.00  | 620,861.62 | 710.56            | 816,691.82       | 120,580.94        | 8,579.95 |

| Fnd T Acct | Obj Prj Loc | Prg | Obj | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |          |
|------------|-------------|-----|-----|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|----------|
|            |             |     |     | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |          |
| 72110      |             |     |     |                 |                |               |            |                   |                  |                   |          |
|            | 72110       | 105 |     | SUPERVISOR/DIRE | 38,907.00      | 38,907.00     | 16,209.20  | 22,697.80         | 3,241.84         |                   |          |
|            | 72110       | 117 |     | CAREER LADDER P | 600.00         | 600.00        | 300.00     | 300.00            |                  |                   |          |
|            | 72110       | 130 |     | SOCIAL WORKERS  | 73,641.00      | 73,641.00     | 33,482.65  | 40,158.35         | 6,696.53         |                   |          |
|            | 72110       | 162 |     | CLERICAL PERSON | 39,163.00      | 39,163.00     | 16,317.85  | 22,845.15         | 3,263.57         |                   |          |
|            | 72110       | 186 |     | LONGEVITY PAY   | 2,300.00       | 2,300.00      | 2,300.00   |                   |                  |                   |          |
|            | 72110       | 201 |     | SOCIAL SECURITY | 9,586.00       | 9,586.00      | 3,026.30   | 6,559.70          | 575.77           |                   |          |
|            | 72110       | 204 |     | STATE RETIREMEN | 12,833.00      | 12,833.00     | 3,907.55   | 8,925.45          | 747.01           |                   |          |
|            | 72110       | 207 |     | MEDICAL INSURAN | 21,490.00      | 21,490.00     | 10,746.80  | 10,743.20         | 2,149.36         |                   |          |
|            | 72110       | 208 |     | DENTAL INSURANC | 137.00         | 137.00        | 68.40      | 68.60             | 13.68            |                   |          |
|            | 72110       | 210 |     | UNEMPLOYMENT CO | 112.00         | 112.00        |            | 112.00            |                  |                   |          |
|            | 72110       | 212 |     | EMPLOYER MEDICA | 2,242.00       | 2,242.00      | 947.16     | 1,294.84          | 181.66           |                   |          |
|            | 72110       | 355 |     | TRAVEL          | 2,500.00       | 2,500.00      | 544.08     | 1,955.92          | 143.22           |                   |          |
|            | 72110       | 399 |     | OTHER CONTRACTE | 18,910.00      | 18,910.00     | 15,516.02  | 3,393.98          | 208.13           |                   |          |
|            | 72110       | 499 |     | OTHER SUPPLIES  | 3,000.00       | 3,000.00      | 1,283.73   | 1,716.27          |                  |                   |          |
|            | 72110       | 524 |     | STAFF DEVELOPME | 4,000.00       | 4,000.00      | 339.26     | 7,952.76          | -4,292.02        | 67.40             | 8,013.25 |
|            | 72110       | 704 |     | ATTENDANCE EQUI | 4,000.00       | 4,000.00      |            |                   | 4,000.00         |                   |          |
|            | 72110       | --- |     | ATTENDANCE      | 233,421.00     | 233,421.00    | 104,989.00 | 7,952.76          | 120,479.24       | 17,288.17         | 8,013.25 |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj Prj Loc Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-----------------|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |                 |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72120      |                 |                 |                 |                |               |            |                   |                  |                   |
| 72120 105  |                 | SUPERVISOR/DIRE | 70,320.00       | 70,320.00      | 29,300.40     |            | 41,019.60         | 5,860.08         |                   |
| 72120 117  |                 | CAREER LADDER P | 550.00          | 550.00         | 275.00        |            | 275.00            |                  |                   |
| 72120 131  |                 | MEDICAL PERSONN | 206,246.00      | 206,246.00     | 91,049.69     |            | 115,196.31        | 18,542.19        |                   |
| 72120 186  |                 | LONGEVITY PAY   | 2,100.00        | 2,100.00       | 2,100.00      |            |                   |                  |                   |
| 72120 201  |                 | SOCIAL SECURITY | 15,132.00       | 15,132.00      | 6,209.60      |            | 8,922.40          | 1,232.75         |                   |
| 72120 204  |                 | STATE RETIREMEN | 18,304.00       | 18,304.00      | 6,673.43      |            | 11,630.57         | 1,331.41         |                   |
| 72120 207  |                 | MEDICAL INSURAN | 50,500.00       | 50,500.00      | 25,248.60     |            | 25,251.40         | 5,049.72         |                   |
| 72120 208  |                 | DENTAL INSURANC | 91.00           | 91.00          | 50.16         |            | 40.84             | 13.68            |                   |
| 72120 210  |                 | UNEMPLOYMENT CO | 308.00          | 308.00         | 5.62          |            | 302.38            | 2.57             |                   |
| 72120 212  |                 | EMPLOYER MEDICA | 4,049.00        | 4,049.00       | 1,668.70      |            | 2,380.30          | 330.80           |                   |
| 72120 217  |                 | RETIREMENT-HYBR |                 |                | 594.69        |            | -594.69           | 112.17           |                   |
| 72120 355  |                 | TRAVEL          | 2,000.00        | 2,000.00       |               |            | 2,000.00          |                  |                   |
| 72120 399  |                 | OTHER CONTRACTE | 40,000.00       | 40,000.00      |               |            | 40,000.00         |                  |                   |
| 72120 499  |                 | OTHER SUPPLIES  | 15,000.00       | 15,000.00      | 10,132.91     | 1,476.09   | 3,391.00          | -3,495.52        | 2,543.39          |
| 72120 524  |                 | STAFF DEVELOPME | 5,000.00        | 5,000.00       |               |            | 5,000.00          |                  |                   |
| 72120 599  |                 | OTHER CHARGES   | 5,000.00        | 5,000.00       | 3,427.99      |            | 1,572.01          | 2,075.00         |                   |
| 72120 735  |                 | HEALTH EQUIPMEN | 500.00          | 500.00         | 2,348.40      |            | -1,848.40         | 2,348.40         |                   |
| 72120 ---  |                 | HEALTH SERVICES | 435,100.00      | 435,100.00     | 179,085.19    | 1,476.09   | 254,538.72        | 33,403.25        | 2,543.39          |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj   | Pri | Loc | Prg | Obj | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |           |
|------------|-------|-----|-----|-----|-----|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|-----------|
|            |       |     |     |     |     | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |           |
| 72130      |       |     |     |     |     |                 |                |               |            |                   |                  |                   |           |
|            | 72130 |     |     |     | 117 | CAREER LADDER P | 2,000.00       | 2,000.00      | 1,000.00   |                   | 1,000.00         |                   |           |
|            | 72130 |     |     |     | 123 | GUIDANCE PERSON | 656,576.00     | 656,576.00    | 264,264.35 |                   | 392,311.65       | 53,124.01         |           |
|            | 72130 |     |     |     | 186 | LONGEVITY PAY   | 7,750.00       | 7,750.00      | 6,550.00   |                   | 1,200.00         |                   |           |
|            | 72130 |     |     |     | 189 | OTHER SALARIES  | 3,000.00       | 3,000.00      | 670.00     |                   | 2,330.00         | 420.00            |           |
|            | 72130 |     |     |     | 201 | SOCIAL SECURITY | 41,498.00      | 41,498.00     | 15,372.59  |                   | 26,125.41        | 2,996.27          |           |
|            | 72130 |     |     |     | 204 | STATE RETIREMEN | 71,055.00      | 71,055.00     | 26,956.20  |                   | 44,098.80        | 5,253.15          |           |
|            | 72130 |     |     |     | 207 | MEDICAL INSURAN | 152,100.00     | 152,100.00    | 81,198.90  |                   | 70,901.10        | 16,239.78         |           |
|            | 72130 |     |     |     | 208 | DENTAL INSURANC | 228.00         | 228.00        | 182.40     |                   | 45.60            | 36.48             |           |
|            | 72130 |     |     |     | 210 | UNEMPLOYMENT CO | 392.00         | 392.00        | 43.66      |                   | 348.34           | 1.26              |           |
|            | 72130 |     |     |     | 212 | EMPLOYER MEDICA | 9,705.00       | 9,705.00      | 3,600.06   |                   | 6,104.94         | 705.09            |           |
|            | 72130 |     |     |     | 217 | RETIREMENT-HYBR |                |               | 1,060.29   |                   | -1,060.29        | 215.56            |           |
|            | 72130 |     |     |     | 309 | CONTRACTS WITH  | 48,000.00      | 48,000.00     |            |                   | 48,000.00        |                   |           |
|            | 72130 |     |     |     | 322 | EVALUATION AND  | 40,000.00      | 40,000.00     | -250.00    |                   | 40,250.00        |                   |           |
|            | 72130 |     |     |     | 399 | OTHER CONTRACTE | 8,300.00       | 8,300.00      | 6,433.35   |                   | 1,866.65         |                   |           |
|            | 72130 |     |     |     | 499 | OTHER SUPPLIES  | 4,050.00       | 4,050.00      | 550.21     | 540.04            | 2,959.75         | 177.33            |           |
|            | 72130 |     |     |     | 524 | STAFF DEVELOPME | 2,000.00       | 2,000.00      |            |                   | 2,000.00         |                   |           |
|            | 72130 |     |     |     | 599 | OTHER CHARGES   | 10,000.00      | 10,000.00     | 909.78     |                   | 9,090.22         |                   |           |
|            | 72130 |     |     |     | 790 | OTHER EQUIPMENT |                |               | 19,387.00  | 14,395.50         | -33,782.50       | 19,387.00         |           |
|            | 72130 |     |     |     | --- | OTHER STUDENT S | 1,056,654.00   | 1,056,654.00  | 427,928.79 | 14,935.54         | 613,789.67       | 79,168.93         | 19,387.00 |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj | Prj | Loc | Prg | Obj             | 2019-20<br>Original Budget | 2019-20<br>Revised Budget | 2019-20<br>FYTD Activity | Encumbered<br>Amount | Unencumbered<br>Balance - YTD Act | December 2019-20<br>Monthly Activity | 2019-20<br>Enc Carry Forward |
|------------|-----|-----|-----|-----|-----------------|----------------------------|---------------------------|--------------------------|----------------------|-----------------------------------|--------------------------------------|------------------------------|
| 72210      |     |     |     |     |                 |                            |                           |                          |                      |                                   |                                      |                              |
| 72210      | 105 |     |     |     | SUPERVISOR/DIRE | 296,811.00                 | 296,811.00                | 159,510.34               |                      | 137,300.66                        | 30,623.50                            |                              |
| 72210      | 117 |     |     |     | CAREER LADDER P | 5,550.00                   | 5,550.00                  | 2,500.00                 |                      | 3,050.00                          |                                      |                              |
| 72210      | 129 |     |     |     | LIBRARIANS      | 517,815.00                 | 517,815.00                | 211,787.81               |                      | 306,027.19                        | 42,173.20                            |                              |
| 72210      | 161 |     |     |     | SECRETARY(S)    | 24,062.00                  | 24,062.00                 | 10,030.20                |                      | 14,031.80                         | 2,006.04                             |                              |
| 72210      | 186 |     |     |     | LONGEVITY PAY   | 12,550.00                  | 12,550.00                 | 12,550.00                |                      |                                   |                                      |                              |
| 72210      | 189 |     |     |     | OTHER SALARIES  | 6,000.00                   | 6,000.00                  | 1,995.00                 |                      | 4,005.00                          | 790.00                               |                              |
| 72210      | 201 |     |     |     | SOCIAL SECURITY | 53,493.00                  | 53,493.00                 | 22,451.59                |                      | 31,041.41                         | 4,214.78                             |                              |
| 72210      | 204 |     |     |     | STATE RETIREMEN | 90,773.00                  | 90,773.00                 | 39,856.73                |                      | 50,916.27                         | 7,500.93                             |                              |
| 72210      | 207 |     |     |     | MEDICAL INSURAN | 185,980.00                 | 185,980.00                | 96,987.41                |                      | 88,992.59                         | 19,597.28                            |                              |
| 72210      | 208 |     |     |     | DENTAL INSURANC | 616.00                     | 616.00                    | 310.08                   |                      | 305.92                            | 63.84                                |                              |
| 72210      | 210 |     |     |     | UNEMPLOYMENT CO | 470.00                     | 470.00                    | 4.79                     |                      | 465.21                            | 1.53                                 |                              |
| 72210      | 212 |     |     |     | EMPLOYER MEDICA | 12,510.00                  | 12,510.00                 | 5,262.89                 |                      | 7,247.11                          | 991.68                               |                              |
| 72210      | 217 |     |     |     | RETIREMENT-HYBR |                            |                           | 382.70                   |                      | -382.70                           | 73.78                                |                              |
| 72210      | 355 |     |     |     | TRAVEL          | 4,000.00                   | 4,000.00                  | 1,104.66                 |                      | 2,895.34                          | 88.60                                |                              |
| 72210      | 399 |     |     |     | OTHER CONTRACTE | 27,550.00                  | 27,550.00                 | 5,989.00                 |                      | 21,561.00                         |                                      |                              |
| 72210      | 432 |     |     |     | LIBRARY BOOKS/M | 23,220.00                  | 23,220.00                 | 18,513.62                | 3,229.08             | 1,477.30                          | 8,806.04                             |                              |
| 72210      | 499 |     |     |     | OTHER SUPPLIES  | 8,700.00                   | 8,700.00                  | 1,944.45                 | 1,241.76             | 5,513.79                          | 191.73                               |                              |
| 72210      | 524 |     |     |     | STAFF DEVELOPME | 29,500.00                  | 29,500.00                 | 6,068.03                 | 140.00               | 23,291.97                         | -1,171.66                            |                              |
| 72210      | 790 |     |     |     | OTHER EQUIPMENT | 2,000.00                   | 2,000.00                  |                          |                      | 2,000.00                          |                                      |                              |
| 72210      | --- |     |     |     | REGULAR INSTRUC | 1,301,600.00               | 1,301,600.00              | 597,249.30               | 4,610.84             | 699,739.86                        | 115,951.27                           |                              |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct |       | Obj | Pri | Loc | Prg | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|-----|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |     |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72220      |       |     |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|            | 72220 | 124 |     |     |     | PHSYCOLOGICAL P | 40,509.00       | 40,509.00      | 16,880.00     |            | 23,629.00         | 3,376.00         |                   |
|            | 72220 | 189 |     |     |     | OTHER SALARIES  |                 |                | 19,228.15     |            | -19,228.15        | 3,845.63         |                   |
|            | 72220 | 201 |     |     |     | SOCIAL SECURITY | 2,512.00        | 2,512.00       | 2,057.04      |            | 454.96            | 410.88           |                   |
|            | 72220 | 204 |     |     |     | STATE RETIREMEN | 4,306.00        | 4,306.00       | 3,230.60      |            | 1,075.40          | 646.12           |                   |
|            | 72220 | 207 |     |     |     | MEDICAL INSURAN | 15,200.00       | 15,200.00      | 10,721.95     |            | 4,478.05          | 2,144.39         |                   |
|            | 72220 | 208 |     |     |     | DENTAL INSURANC | 46.00           | 46.00          | 45.60         |            | 0.40              | 9.12             |                   |
|            | 72220 | 210 |     |     |     | UNEMPLOYMENT CO | 28.00           | 28.00          |               |            | 28.00             |                  |                   |
|            | 72220 | 212 |     |     |     | EMPLOYER MEDICA | 587.00          | 587.00         | 481.08        |            | 105.92            | 96.09            |                   |
|            | 72220 | 217 |     |     |     | RETIREMENT-HYBR |                 |                | 332.55        |            | -332.55           | 66.51            |                   |
|            | 72220 | 355 |     |     |     | TRAVEL          | 500.00          | 500.00         |               |            | 500.00            |                  |                   |
|            | 72220 | 399 |     |     |     | OTHER CONTRACTE | 80,000.00       | 80,000.00      |               |            | 80,000.00         |                  |                   |
|            | 72220 | 524 |     |     |     | STAFF DEVELOPME | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|            | 72220 | --- |     |     |     | SPECIAL EDUCATI | 144,688.00      | 144,688.00     | 52,976.97     |            | 91,711.03         | 10,594.74        |                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj   | Prj | Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72230      |       |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|            | 72230 | 105 |     |     | SUPERVISOR/DIRE | 85,587.00       | 85,587.00      | 38,969.50     |            | 46,617.50         | 7,148.25         |                   |
|            | 72230 | 161 |     |     | SECRETARY(S)    | 25,689.00       | 25,689.00      | 10,703.00     |            | 14,986.00         | 2,140.60         |                   |
|            | 72230 | 186 |     |     | LONGEVITY PAY   | 1,300.00        | 1,300.00       | 1,300.00      |            |                   |                  |                   |
|            | 72230 | 201 |     |     | SOCIAL SECURITY | 6,980.00        | 6,980.00       | 3,229.09      |            | 3,750.91          | 540.67           |                   |
|            | 72230 | 204 |     |     | STATE RETIREMEN | 11,163.00       | 11,163.00      | 5,484.45      |            | 5,678.55          | 920.41           |                   |
|            | 72230 | 207 |     |     | MEDICAL INSURAN | 22,480.00       | 22,480.00      | 11,239.85     |            | 11,240.15         | 2,247.97         |                   |
|            | 72230 | 208 |     |     | DENTAL INSURANC | 91.00           | 91.00          | 45.60         |            | 45.40             | 9.12             |                   |
|            | 72230 | 210 |     |     | UNEMPLOYMENT CO | 56.00           | 56.00          |               |            | 56.00             |                  |                   |
|            | 72230 | 212 |     |     | EMPLOYER MEDICA | 1,632.00        | 1,632.00       | 755.18        |            | 876.82            | 126.44           |                   |
|            | 72230 | 307 |     |     | COMMUNICATION   | 3,700.00        | 3,700.00       | 1,379.53      |            | 2,320.47          | 240.96           |                   |
|            | 72230 | 355 |     |     | TRAVEL          | 1,000.00        | 1,000.00       | 229.68        |            | 770.32            | 80.22            |                   |
|            | 72230 | 399 |     |     | OTHER CONTRACTE | 3,000.00        | 3,000.00       | 2,339.64      |            | 660.36            |                  |                   |
|            | 72230 | 599 |     |     | OTHER CHARGES   | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|            | 72230 | --- |     |     | VOCATIONAL EDUC | 163,678.00      | 163,678.00     | 75,675.52     |            | 88,002.48         | 13,454.64        |                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T | Acct  | Obj | Prj | Loc | Prg | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|-------|-------|-----|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|       |       |     |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72250 |       |     |     |     |     | TECHNOLOGY      |                 |                |               |            |                   |                  |                   |
|       | 72250 | 105 |     |     |     | SUPERVISOR/DIRE | 76,715.00       | 76,715.00      | 38,357.04     |            | 38,357.96         | 6,392.84         |                   |
|       | 72250 | 121 |     |     |     | DATA PROCESSING | 202,424.00      | 202,424.00     | 101,133.99    |            | 101,290.01        | 16,832.55        |                   |
|       | 72250 | 186 |     |     |     | LONGEVITY PAY   | 800.00          | 800.00         | 800.00        |            |                   |                  |                   |
|       | 72250 | 201 |     |     |     | SOCIAL SECURITY | 17,356.00       | 17,356.00      | 8,211.69      |            | 9,144.31          | 1,338.33         |                   |
|       | 72250 | 204 |     |     |     | STATE RETIREMEN | 23,397.00       | 23,397.00      | 9,053.81      |            | 14,343.19         | 1,711.86         |                   |
|       | 72250 | 207 |     |     |     | MEDICAL INSURAN | 61,200.00       | 61,200.00      | 27,912.89     |            | 33,287.11         | 5,714.05         |                   |
|       | 72250 | 208 |     |     |     | DENTAL INSURANC | 196.00          | 196.00         | 100.32        |            | 95.68             | 22.80            |                   |
|       | 72250 | 210 |     |     |     | UNEMPLOYMENT CO | 196.00          | 196.00         | 27.30         |            | 168.70            |                  |                   |
|       | 72250 | 212 |     |     |     | EMPLOYER MEDICA | 4,059.00        | 4,059.00       | 1,920.45      |            | 2,138.55          | 312.98           |                   |
|       | 72250 | 217 |     |     |     | RETIREMENT-HYBR |                 |                | 761.39        |            | -761.39           | 125.94           |                   |
|       | 72250 | 336 |     |     |     | MAINTENANCE AND | 55,000.00       | 55,000.00      | 27,881.58     | 22,857.25  | 4,261.17          |                  | 3,900.00          |
|       | 72250 | 350 |     |     |     | INTERNET CONNEC | 119,000.00      | 119,000.00     | 96,043.20     |            | 22,956.80         |                  |                   |
|       | 72250 | 399 |     |     |     | OTHER CONTRACTE | 8,079.00        | 8,079.00       | 5,735.00      | 2,750.00   | -406.00           |                  | 2,750.00          |
|       | 72250 | 471 |     |     |     | SOFTWARE        | 25,000.00       | 25,000.00      | 24,576.00     |            | 424.00            | 3,900.00         |                   |
|       | 72250 | 524 |     |     |     | STAFF DEVELOPME | 2,000.00        | 2,000.00       | 6,000.00      |            | -4,000.00         |                  |                   |
|       | 72250 | --- |     |     |     | TECHNOLOGY      | 595,422.00      | 595,422.00     | 348,514.66    | 25,607.25  | 221,300.09        | 36,351.35        | 6,650.00          |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj   | Pri | Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72310      |       |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|            | 72310 | 191 |     |     | BOARD AND COMMI | 12,000.00       | 12,000.00      | 3,025.00      |            | 8,975.00          | 550.00           |                   |
|            | 72310 | 201 |     |     | SOCIAL SECURITY | 744.00          | 744.00         | 187.55        |            | 556.45            | 34.10            |                   |
|            | 72310 | 212 |     |     | EMPLOYER MEDICA | 174.00          | 174.00         | 44.03         |            | 129.97            | 8.00             |                   |
|            | 72310 | 320 |     |     | DUES AND MEMBER | 6,743.00        | 6,743.00       | 6,743.00      |            |                   |                  |                   |
|            | 72310 | 331 |     |     | LEGAL SERVICES  | 15,000.00       | 15,000.00      | 980.00        |            | 14,020.00         |                  |                   |
|            | 72310 | 355 |     |     | TRAVEL          | 500.00          | 500.00         |               |            | 500.00            |                  |                   |
|            | 72310 | 399 |     |     | OTHER CONTRACTE | 15,750.00       | 15,750.00      | 6,500.00      |            | 9,250.00          | 1,000.00         |                   |
|            | 72310 | 499 |     |     | OTHER SUPPLIES  | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|            | 72310 | 506 |     |     | LIABILITY INSUR | 77,230.00       | 77,230.00      | 71,569.00     |            | 5,661.00          |                  |                   |
|            | 72310 | 510 |     |     | TRUSTEE'S COMMI | 320,000.00      | 320,000.00     | 126,775.72    |            | 193,224.28        | 72,412.03        |                   |
|            | 72310 | 513 |     |     | WORKMAN'S COMPE | 188,362.00      | 188,362.00     | 161,322.00    |            | 27,040.00         |                  |                   |
|            | 72310 | 524 |     |     | STAFF DEVELOPME | 2,000.00        | 2,000.00       | 2,036.66      | 61.95      | -98.61            | 440.17           | 160.65            |
|            | 72310 | 533 |     |     | CRIMINAL INVEST | 8,000.00        | 8,000.00       | 25,709.55     | 9,294.00   | -27,003.55        | 14,725.30        |                   |
|            | 72310 | 599 |     |     | OTHER CHARGES   | 10,000.00       | 10,000.00      | 2,210.86      | 268.35     | 7,520.79          | 383.92           | 1,400.00          |
|            | 72310 | --- |     |     | BOARD OF EDUCAT | 657,503.00      | 657,503.00     | 407,103.37    | 9,624.30   | 240,775.33        | 89,553.52        | 1,560.65          |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T | Acct  | Obj | Prj | Loc | Prg | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|-------|-------|-----|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|       |       |     |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72320 |       |     |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|       | 72320 | 101 |     |     |     | COUNTY OFFICIAL | 121,799.00      | 121,799.00     | 64,829.92     |            | 56,969.08         | 10,936.00        |                   |
|       | 72320 | 117 |     |     |     | CAREER LADDER P | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|       | 72320 | 161 |     |     |     | SECRETARY(S)    | 44,180.00       | 44,180.00      | 21,810.00     |            | 22,370.00         | 3,635.00         |                   |
|       | 72320 | 186 |     |     |     | LONGEVITY PAY   | 1,250.00        | 1,250.00       | 1,250.00      |            |                   |                  |                   |
|       | 72320 | 201 |     |     |     | SOCIAL SECURITY | 10,430.00       | 10,430.00      | 5,313.65      |            | 5,116.35          | 875.72           |                   |
|       | 72320 | 204 |     |     |     | STATE RETIREMEN | 22,601.00       | 22,601.00      | 9,142.55      |            | 13,458.45         | 1,435.13         |                   |
|       | 72320 | 207 |     |     |     | MEDICAL INSURAN | 18,530.00       | 18,530.00      | 9,263.15      |            | 9,266.85          | 1,853.20         |                   |
|       | 72320 | 208 |     |     |     | DENTAL INSURANC | 329.00          | 329.00         | 170.22        |            | 158.78            | 35.73            |                   |
|       | 72320 | 210 |     |     |     | UNEMPLOYMENT CO | 56.00           | 56.00          |               |            | 56.00             |                  |                   |
|       | 72320 | 212 |     |     |     | EMPLOYER MEDICA | 2,439.00        | 2,439.00       | 1,242.67      |            | 1,196.33          | 204.80           |                   |
|       | 72320 | 307 |     |     |     | COMMUNICATION   | 600.00          | 600.00         | 300.00        |            | 300.00            | 50.00            |                   |
|       | 72320 | 320 |     |     |     | DUES AND MEMBER | 2,837.00        | 2,837.00       | 3,750.00      |            | -913.00           |                  |                   |
|       | 72320 | 355 |     |     |     | TRAVEL          | 1,000.00        | 1,000.00       | 881.50        |            | 118.50            | 103.31           |                   |
|       | 72320 | 435 |     |     |     | OFFICE SUPPLIES | 500.00          | 500.00         |               |            | 500.00            |                  |                   |
|       | 72320 | 524 |     |     |     | STAFF DEVELOPME | 4,000.00        | 4,000.00       | 2,722.00      | 150.00     | 1,128.00          |                  |                   |
|       | 72320 | 599 |     |     |     | OTHER CHARGES   | 1,500.00        | 1,500.00       | 1,435.48      | 50.00      | 14.52             | 50.04            |                   |
|       | 72320 | 701 |     |     |     | ADMINISTRATION  | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|       | 72320 | --- |     |     |     | DIRECTOR OF SCH | 234,051.00      | 234,051.00     | 122,111.14    | 200.00     | 111,739.86        | 19,178.93        |                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| End T | Acct  | Obj | Prj | Loc | Prg | Obj             | 2019-20<br>Original Budget | 2019-20<br>Revised Budget | 2019-20<br>FYTD Activity | Encumbered<br>Amount | Unencumbered<br>Balance - YTD Act | December 2019-20<br>Monthly Activity | 2019-20<br>Enc Carry Forward |
|-------|-------|-----|-----|-----|-----|-----------------|----------------------------|---------------------------|--------------------------|----------------------|-----------------------------------|--------------------------------------|------------------------------|
| 72410 |       |     |     |     |     |                 |                            |                           |                          |                      |                                   |                                      |                              |
|       | 72410 | 104 |     |     |     | PRINCIPALS      | 807,561.00                 | 807,561.00                | 365,123.31               |                      | 442,437.69                        | 67,337.25                            |                              |
|       | 72410 | 117 |     |     |     | CAREER LADDER P | 12,000.00                  | 12,000.00                 | 6,000.00                 |                      | 6,000.00                          |                                      |                              |
|       | 72410 | 139 |     |     |     | ASSISTANT PRINC | 852,563.00                 | 852,563.00                | 370,576.50               |                      | 481,986.50                        | 74,115.30                            |                              |
|       | 72410 | 161 |     |     |     | SECRETARY(S)    | 230,272.00                 | 230,272.00                |                          |                      | 230,272.00                        |                                      |                              |
|       | 72410 | 162 |     |     |     | CLERICAL PERSON | 161,000.00                 | 161,000.00                | 172,334.17               |                      | -11,334.17                        | 34,231.97                            |                              |
|       | 72410 | 186 |     |     |     | LONGEVITY PAY   | 23,000.00                  | 23,000.00                 | 23,750.00                |                      | -750.00                           |                                      |                              |
|       | 72410 | 201 |     |     |     | SOCIAL SECURITY | 129,357.00                 | 129,357.00                | 54,679.00                |                      | 74,678.00                         | 10,190.47                            |                              |
|       | 72410 | 204 |     |     |     | STATE RETIREMEN | 209,537.00                 | 209,537.00                | 94,040.56                |                      | 115,496.44                        | 17,603.83                            |                              |
|       | 72410 | 207 |     |     |     | MEDICAL INSURAN | 320,160.00                 | 320,160.00                | 161,172.75               |                      | 158,987.25                        | 32,234.55                            |                              |
|       | 72410 | 208 |     |     |     | DENTAL INSURANC | 1,100.00                   | 1,100.00                  | 547.20                   |                      | 552.80                            | 109.44                               |                              |
|       | 72410 | 210 |     |     |     | UNEMPLOYMENT CO | 1,108.00                   | 1,108.00                  |                          |                      | 1,108.00                          |                                      |                              |
|       | 72410 | 212 |     |     |     | EMPLOYER MEDICA | 30,253.00                  | 30,253.00                 | 12,787.85                |                      | 17,465.15                         | 2,383.24                             |                              |
|       | 72410 | 320 |     |     |     | DUES AND MEMBER | 2,300.00                   | 2,300.00                  |                          |                      | 2,300.00                          |                                      |                              |
|       | 72410 | 355 |     |     |     | TRAVEL          | 1,000.00                   | 1,000.00                  |                          |                      | 1,000.00                          |                                      |                              |
|       | 72410 | 399 |     |     |     | OTHER CONTRACTE | 10,625.00                  | 10,625.00                 | 9,625.00                 |                      | 1,000.00                          |                                      |                              |
|       | 72410 | 435 |     |     |     | OFFICE SUPPLIES | 6,750.00                   | 6,750.00                  | 3,410.54                 | 284.32               | 3,055.14                          |                                      |                              |
|       | 72410 | 599 |     |     |     | OTHER CHARGES   | 150,000.00                 | 150,000.00                | 88,252.22                | 8,461.96             | 53,285.82                         | 18,632.15                            | 9,697.20                     |
|       | 72410 | 701 |     |     |     | ADMINISTRATION  | 13,716.00                  | 13,716.00                 | 5,563.64                 | 760.84               | 7,391.52                          | 345.83                               |                              |
|       | 72410 | --- |     |     |     | OFFICE OF THE P | 2,962,302.00               | 2,962,302.00              | 1,367,862.74             | 9,507.12             | 1,584,932.14                      | 257,184.03                           | 9,697.20                     |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj   | Prj | Loc | Prq | Obj | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|-----|-----|-----|-----|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |     |     |     |     | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72510      |       |     |     |     |     |                 |                |               |            |                   |                  |                   |
|            | 72510 | 105 |     |     |     | 43,643.00       | 43,643.00      | 21,819.60     |            | 21,823.40         | 3,636.60         |                   |
|            | 72510 | 119 |     |     |     | 184,681.00      | 184,681.00     | 92,085.20     |            | 92,595.80         | 15,359.62        |                   |
|            | 72510 | 186 |     |     |     | 3,600.00        | 3,600.00       | 3,575.00      |            | 25.00             |                  |                   |
|            | 72510 | 201 |     |     |     | 14,379.00       | 14,379.00      | 6,901.66      |            | 7,477.34          | 1,090.33         |                   |
|            | 72510 | 204 |     |     |     | 14,121.00       | 14,121.00      | 7,142.68      |            | 6,978.32          | 1,151.98         |                   |
|            | 72510 | 207 |     |     |     | 34,660.00       | 34,660.00      | 19,766.62     |            | 14,893.38         | 4,684.19         |                   |
|            | 72510 | 208 |     |     |     | 92.00           | 92.00          | 45.60         |            | 46.40             | 9.12             |                   |
|            | 72510 | 210 |     |     |     | 140.00          | 140.00         |               |            | 140.00            |                  |                   |
|            | 72510 | 212 |     |     |     | 3,363.00        | 3,363.00       | 1,614.07      |            | 1,748.93          | 254.99           |                   |
|            | 72510 | 317 |     |     |     | 56,000.00       | 56,000.00      | 54,071.98     |            | 1,928.02          |                  |                   |
|            | 72510 | 355 |     |     |     | 500.00          | 500.00         | 104.42        |            | 395.58            | 46.20            |                   |
|            | 72510 | 399 |     |     |     | 1,000.00        | 1,000.00       | 375.00        |            | 625.00            | 75.00            |                   |
|            | 72510 | 411 |     |     |     | 3,333.00        | 3,333.00       |               | 2,391.39   | 941.61            |                  |                   |
|            | 72510 | 435 |     |     |     | 5,000.00        | 5,000.00       | 19,110.26     | 168.98     | -14,279.24        | -6,574.53        |                   |
|            | 72510 | 524 |     |     |     | 3,000.00        | 3,000.00       | 2,004.30      |            | 995.70            |                  |                   |
|            | 72510 | 701 |     |     |     | 5,000.00        | 5,000.00       |               |            | 5,000.00          |                  |                   |
|            | 72510 | --- |     |     |     | 372,512.00      | 372,512.00     | 228,616.39    | 2,560.37   | 141,335.24        | 19,733.50        |                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T | Acct  | Obj | Prj | Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|-------|-------|-----|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|       |       |     |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72520 |       |     |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|       | 72520 | 105 |     |     |     | SUPERVISOR/DIRE | 76,614.00       | 76,614.00      | 38,356.80     |            | 38,257.20         | 6,392.80         |                   |
|       | 72520 | 162 |     |     |     | CLERICAL PERSON | 45,026.00       | 45,026.00      | 22,510.02     |            | 22,515.98         | 3,751.67         |                   |
|       | 72520 | 186 |     |     |     | LONGEVITY PAY   | 600.00          | 600.00         | 600.00        |            |                   |                  |                   |
|       | 72520 | 201 |     |     |     | SOCIAL SECURITY | 7,579.00        | 7,579.00       | 3,560.96      |            | 4,018.04          | 584.09           |                   |
|       | 72520 | 204 |     |     |     | STATE RETIREMEN | 9,168.00        | 9,168.00       | 4,610.04      |            | 4,557.96          | 760.84           |                   |
|       | 72520 | 207 |     |     |     | MEDICAL INSURAN | 28,420.00       | 28,420.00      | 13,020.71     |            | 15,399.29         | 2,247.97         |                   |
|       | 72520 | 208 |     |     |     | DENTAL INSURANC | 92.00           | 92.00          | 45.60         |            | 46.40             | 9.12             |                   |
|       | 72520 | 210 |     |     |     | UNEMPLOYMENT CO | 56.00           | 56.00          |               |            | 56.00             |                  |                   |
|       | 72520 | 212 |     |     |     | EMPLOYER MEDICA | 1,772.00        | 1,772.00       | 832.81        |            | 939.19            | 136.60           |                   |
|       | 72520 | 355 |     |     |     | TRAVEL          | 750.00          | 750.00         | 55.83         |            | 694.17            | 8.74             |                   |
|       | 72520 | 435 |     |     |     | OFFICE SUPPLIES | 2,000.00        | 2,000.00       | 933.25        |            | 1,066.75          |                  | 7.94              |
|       | 72520 | 499 |     |     |     | OTHER SUPPLIES  | 2,000.00        | 2,000.00       | 217.57        |            | 1,782.43          |                  |                   |
|       | 72520 | 524 |     |     |     | STAFF DEVELOPME | 1,500.00        | 1,500.00       | 325.20        |            | 1,174.80          | 75.20            |                   |
|       | 72520 | 599 |     |     |     | OTHER CHARGES   | 7,500.00        | 7,500.00       | 4,018.86      | 275.00     | 3,206.14          | 1,579.02         |                   |
|       | 72520 | 701 |     |     |     | ADMINISTRATION  | 2,000.00        | 2,000.00       |               |            | 2,000.00          |                  |                   |
|       | 72520 | --- |     |     |     | HUMAN SERVICES/ | 185,077.00      | 185,077.00     | 89,087.65     | 275.00     | 95,714.35         | 15,546.05        | 7.94              |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj   | Prj | Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72610      |       |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|            | 72610 | 161 |     |     | SECRETARY(S)    | 49,889.00       | 49,889.00      | 24,944.04     |            | 24,944.96         | 4,157.34         |                   |
|            | 72610 | 166 |     |     | CUSTODIAL PERSO | 1,011,212.00    | 1,011,212.00   | 447,548.03    |            | 563,663.97        | 75,267.76        |                   |
|            | 72610 | 186 |     |     | LONGEVITY PAY   | 14,625.00       | 14,625.00      | 13,974.60     |            | 650.40            | 274.92           |                   |
|            | 72610 | 189 |     |     | OTHER SALARIES  | 59,647.00       | 59,647.00      | 29,823.42     |            | 29,823.58         | 4,970.57         |                   |
|            | 72610 | 201 |     |     | SOCIAL SECURITY | 70,393.00       | 70,393.00      | 29,127.29     |            | 41,265.71         | 4,690.66         |                   |
|            | 72610 | 204 |     |     | STATE RETIREMEN | 85,153.00       | 85,153.00      | 33,014.29     |            | 52,138.71         | 5,628.93         |                   |
|            | 72610 | 207 |     |     | MEDICAL INSURAN | 260,900.00      | 260,900.00     | 127,447.15    |            | 133,452.85        | 25,840.22        |                   |
|            | 72610 | 208 |     |     | DENTAL INSURANC | 912.00          | 912.00         | 456.00        |            | 456.00            | 91.20            |                   |
|            | 72610 | 210 |     |     | UNEMPLOYMENT CO | 2,244.00        | 2,244.00       | 145.93        |            | 2,098.07          | 10.43            |                   |
|            | 72610 | 212 |     |     | EMPLOYER MEDICA | 16,463.00       | 16,463.00      | 6,971.82      |            | 9,491.18          | 1,121.42         |                   |
|            | 72610 | 359 |     |     | DISPOSAL FEES   | 84,000.00       | 84,000.00      | 47,976.88     |            | 36,023.12         | 8,438.02         |                   |
|            | 72610 | 399 |     |     | OTHER CONTRACTE | 7,593.00        | 7,593.00       | 10,564.22     |            | -2,971.22         |                  |                   |
|            | 72610 | 410 |     |     | CUSTODIAL SUPPL | 160,000.00      | 160,000.00     | 135,315.23    | 31,443.21  | -6,758.44         | 7,319.69         | 37,788.02         |
|            | 72610 | 415 |     |     | ELECTRICITY     | 1,185,000.00    | 1,185,000.00   | 616,832.27    |            | 568,167.73        | 93,640.43        |                   |
|            | 72610 | 434 |     |     | NATURAL GAS     | 115,000.00      | 115,000.00     | 22,917.65     |            | 92,082.35         | 10,159.53        |                   |
|            | 72610 | 454 |     |     | WATER AND SEWER | 180,500.00      | 180,500.00     | 100,350.21    |            | 80,149.79         | 16,237.85        |                   |
|            | 72610 | 499 |     |     | OTHER SUPPLIES  | 2,000.00        | 2,000.00       | 63.93         |            | 1,936.07          |                  |                   |
|            | 72610 | 501 |     |     | BOILER INSURANC | 12,055.00       | 12,055.00      | 11,172.00     |            | 883.00            |                  |                   |
|            | 72610 | 502 |     |     | BUILDING AND CO | 219,632.00      | 219,632.00     | 203,537.00    |            | 16,095.00         |                  |                   |
|            | 72610 | 524 |     |     | STAFF DEVELOPME | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|            | 72610 | 599 |     |     | OTHER CHARGES   |                 |                | 27.39         |            | -27.39            | 27.39            |                   |
|            | 72610 | 720 |     |     | PLANT OPERATION | 5,000.00        | 5,000.00       | 2,050.00      |            | 2,950.00          |                  |                   |
|            | 72610 | --- |     |     | OPERATION OF PL | 3,543,218.00    | 3,543,218.00   | 1,864,259.35  | 31,443.21  | 1,647,515.44      | 257,876.36       | 37,788.02         |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

02/03/20

| Fnd T Acct | Obj   | Prj | Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72620      |       |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|            | 72620 | 167 |     |     | MAINTENANCE PER | 452,851.00      | 452,851.00     | 186,325.20    |            | 266,525.80        | 30,381.09        |                   |
|            | 72620 | 186 |     |     | LONGEVITY PAY   | 5,900.00        | 5,900.00       | 5,375.00      |            | 525.00            |                  |                   |
|            | 72620 | 189 |     |     | OTHER SALARIES  | 26,250.00       | 26,250.00      | 15,125.00     |            | 11,125.00         | 15,125.00        |                   |
|            | 72620 | 201 |     |     | SOCIAL SECURITY | 30,070.00       | 30,070.00      | 11,882.56     |            | 18,187.44         | 2,443.62         |                   |
|            | 72620 | 204 |     |     | STATE RETIREMEN | 36,391.00       | 36,391.00      | 14,680.78     |            | 21,710.22         | 3,152.87         |                   |
|            | 72620 | 207 |     |     | MEDICAL INSURAN | 103,070.00      | 103,070.00     | 44,878.78     |            | 58,191.22         | 7,916.21         |                   |
|            | 72620 | 208 |     |     | DENTAL INSURANC | 228.00          | 228.00         | 82.08         |            | 145.92            | 13.68            |                   |
|            | 72620 | 210 |     |     | UNEMPLOYMENT CO | 436.00          | 436.00         | 14.39         |            | 421.61            | 14.39            |                   |
|            | 72620 | 212 |     |     | EMPLOYER MEDICA | 7,033.00        | 7,033.00       | 2,830.83      |            | 4,202.17          | 623.33           |                   |
|            | 72620 | 217 |     |     | RETIREMENT-HYBR |                 |                | 33.24         |            | -33.24            | 33.24            |                   |
|            | 72620 | 307 |     |     | COMMUNICATION   | 1,500.00        | 1,500.00       | 421.45        |            | 1,078.55          | 87.70            |                   |
|            | 72620 | 320 |     |     | DUES AND MEMBER | 200.00          | 200.00         | 250.00        |            | -50.00            |                  |                   |
|            | 72620 | 335 |     |     | MAINTENANCE AND | 310,000.00      | 310,000.00     | 190,533.72    | 55,121.97  | 64,344.31         | 17,755.61        | 1,372.32          |
|            | 72620 | 336 |     |     | MAINTENANCE AND | 240,000.00      | 240,000.00     | 90,590.22     | 30,659.91  | 118,749.87        | 4,438.35         | 48,520.92         |
|            | 72620 | 355 |     |     | TRAVEL          | 500.00          | 500.00         | 2,044.26      |            | -1,544.26         |                  |                   |
|            | 72620 | 399 |     |     | OTHER CONTRACTE | 211,750.00      | 211,750.00     | 120,528.80    | 8,671.49   | 82,549.71         | 7,203.76         | 10,520.72         |
|            | 72620 | 499 |     |     | OTHER SUPPLIES  | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|            | 72620 | 524 |     |     | STAFF DEVELOPME | 1,000.00        | 1,000.00       |               |            | 1,000.00          |                  |                   |
|            | 72620 | 599 |     |     | OTHER CHARGES   | 4,000.00        | 4,000.00       | 20.00         | 300.00     | 3,680.00          |                  |                   |
|            | 72620 | 701 |     |     | ADMINISTRATION  |                 |                | 40,347.63     | 15,580.37  | -55,928.00        |                  | 55,928.00         |
|            | 72620 | 717 |     |     | MAINTENANCE EQU | 5,000.00        | 5,000.00       |               |            | 5,000.00          |                  |                   |
|            | 72620 | --- |     |     | MAINTENANCE OF  | 1,437,179.00    | 1,437,179.00   | 725,963.94    | 110,333.74 | 600,881.32        | 89,188.85        | 116,341.96        |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T Acct | Obj   | Prj Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|------------|-------|---------|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|            |       |         |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72710      |       |         |     |                 |                 |                |               |            |                   |                  |                   |
|            | 72710 | 105     |     | SUPERVISOR/DIRE | 59,752.00       | 59,752.00      | 29,875.80     |            | 29,876.20         | 4,979.30         |                   |
|            | 72710 | 142     |     | MECHANIC(S)     | 106,816.00      | 106,816.00     | 53,025.42     |            | 53,790.58         | 9,761.95         |                   |
|            | 72710 | 146     |     | BUS DRIVERS     | 659,876.00      | 659,876.00     | 273,711.31    |            | 386,164.69        | 55,293.96        |                   |
|            | 72710 | 162     |     | CLERICAL PERSON | 32,966.00       | 32,966.00      | 16,395.32     |            | 16,570.68         | 2,663.34         |                   |
|            | 72710 | 186     |     | LONGEVITY PAY   | 18,050.00       | 18,050.00      | 15,350.00     |            | 2,700.00          |                  |                   |
|            | 72710 | 189     |     | OTHER SALARIES  | 37,960.00       | 37,960.00      | 13,655.94     |            | 24,304.06         | 2,729.75         |                   |
|            | 72710 | 201     |     | SOCIAL SECURITY | 56,756.00       | 56,756.00      | 21,078.94     |            | 35,677.06         | 3,883.36         |                   |
|            | 72710 | 204     |     | STATE RETIREMEN | 68,657.00       | 68,657.00      | 28,833.67     |            | 39,823.33         | 5,558.30         |                   |
|            | 72710 | 207     |     | MEDICAL INSURAN | 417,002.00      | 417,002.00     | 195,423.25    |            | 221,578.75        | 39,858.94        |                   |
|            | 72710 | 208     |     | DENTAL INSURANC | 1,687.00        | 1,687.00       | 788.88        |            | 898.12            | 159.60           |                   |
|            | 72710 | 210     |     | UNEMPLOYMENT CO | 1,900.00        | 1,900.00       | 61.26         |            | 1,838.74          | 14.99            |                   |
|            | 72710 | 212     |     | EMPLOYER MEDICA | 13,274.00       | 13,274.00      | 5,002.34      |            | 8,271.66          | 921.56           |                   |
|            | 72710 | 307     |     | COMMUNICATION   | 2,000.00        | 2,000.00       | 751.00        |            | 1,249.00          | 141.25           |                   |
|            | 72710 | 340     |     | MEDICAL AND DEN | 8,000.00        | 8,000.00       | 3,275.00      | 2,575.00   | 2,150.00          |                  | 225.00            |
|            | 72710 | 355     |     | TRAVEL          | 700.00          | 700.00         |               |            | 700.00            |                  |                   |
|            | 72710 | 399     |     | OTHER CONTRACTE | 26,000.00       | 26,000.00      | 23,054.15     |            | 2,945.85          | 178.23           |                   |
|            | 72710 | 412     |     | DIESEL FUEL     | 250,000.00      | 250,000.00     | 67,652.82     | 24,989.35  | 157,357.83        | 778.78           |                   |
|            | 72710 | 425     |     | GASOLINE        | 65,000.00       | 65,000.00      | 12,754.23     | 15,183.45  | 37,062.32         | 2,816.55         |                   |
|            | 72710 | 450     |     | TIRES AND TUBES | 28,000.00       | 28,000.00      | 17.00         | 900.00     | 27,083.00         |                  | 400.00            |
|            | 72710 | 453     |     | VEHICLE PARTS   | 70,000.00       | 70,000.00      | 36,584.10     | 32,195.98  | 1,219.92          | 10,470.87        | 9,350.00          |
|            | 72710 | 511     |     | VEHICLE AND EQU | 67,811.00       | 67,811.00      | 62,842.00     |            | 4,969.00          |                  |                   |
|            | 72710 | 524     |     | STAFF DEVELOPME | 1,000.00        | 1,000.00       | 390.00        | 235.00     | 375.00            |                  | 250.00            |
|            | 72710 | 599     |     | OTHER CHARGES   | 27,200.00       | 27,200.00      | 5,437.75      | 11,079.20  | 10,683.05         | 175.04           | 888.00            |
|            | 72710 | 729     |     | TRANSPORTATION  | 400,000.00      | 400,000.00     | 307,702.50    | 65,412.00  | 26,885.50         |                  | 2,269.50          |
|            | 72710 | ---     |     | TRANSPORTATION  | 2,420,407.00    | 2,420,407.00   | 1,173,662.68  | 152,569.98 | 1,094,174.34      | 140,385.77       | 13,382.50         |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| Fnd T | Acct  | Obj | Pri | Loc | Prq | Obj             | 2019-20         | 2019-20        | 2019-20       | Encumbered | Unencumbered      | December 2019-20 | 2019-20           |
|-------|-------|-----|-----|-----|-----|-----------------|-----------------|----------------|---------------|------------|-------------------|------------------|-------------------|
|       |       |     |     |     |     |                 | Original Budget | Revised Budget | FYTD Activity | Amount     | Balance - YTD Act | Monthly Activity | Enc Carry Forward |
| 72810 |       |     |     |     |     |                 |                 |                |               |            |                   |                  |                   |
|       | 72810 | 162 |     |     |     | CLERICAL PERSON | 23,513.00       | 23,513.00      | 11,760.00     |            | 11,753.00         | 1,960.00         |                   |
|       | 72810 | 186 |     |     |     | LONGEVITY PAY   | 300.00          | 300.00         | 300.00        |            |                   |                  |                   |
|       | 72810 | 201 |     |     |     | SOCIAL SECURITY | 1,476.00        | 1,476.00       | 681.10        |            | 794.90            | 108.01           |                   |
|       | 72810 | 204 |     |     |     | STATE RETIREMEN | 1,786.00        | 1,786.00       | 904.50        |            | 881.50            | 147.00           |                   |
|       | 72810 | 206 |     |     |     | LIFE INSURANCE  | 18,000.00       | 18,000.00      | 7,506.00      |            | 10,494.00         | 1,501.20         |                   |
|       | 72810 | 207 |     |     |     | MEDICAL INSURAN | 90,245.00       | 90,245.00      | 40,528.25     |            | 49,716.75         | 7,038.72         |                   |
|       | 72810 | 210 |     |     |     | UNEMPLOYMENT CO | 28.00           | 28.00          |               |            | 28.00             |                  |                   |
|       | 72810 | 212 |     |     |     | EMPLOYER MEDICA | 345.00          | 345.00         | 159.29        |            | 185.71            | 25.26            |                   |
|       | 72810 | 299 |     |     |     | OTHER FRINGE BE | 68,000.00       | 68,000.00      | 32,709.25     |            | 35,290.75         | 6,541.85         |                   |
|       | 72810 | 307 |     |     |     | COMMUNICATION   | 17,400.00       | 17,400.00      | 7,346.37      |            | 10,053.63         | 1,050.45         |                   |
|       | 72810 | 348 |     |     |     | POSTAL CHARGES  | 8,000.00        | 8,000.00       | 1,204.68      |            | 6,795.32          | 461.04           |                   |
|       | 72810 | 435 |     |     |     | OFFICE SUPPLIES | 5,000.00        | 5,000.00       | 1,464.45      | 42.88      | 3,492.67          |                  |                   |
|       | 72810 | 599 |     |     |     | OTHER CHARGES   | 7,000.00        | 7,000.00       | 3,365.25      |            | 3,634.75          | 579.15           |                   |
|       | 72810 | --- |     |     |     | CENTRAL AND OTH | 241,093.00      | 241,093.00     | 107,929.14    | 42.88      | 133,120.98        | 19,412.68        |                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| <u>Fnd T Acct</u> | <u>Obj</u> | <u>Prj</u> | <u>Loc</u> | <u>Prg</u> | <u>Obj</u>      | <u>2019-20</u><br><u>Original Budget</u> | <u>2019-20</u><br><u>Revised Budget</u> | <u>2019-20</u><br><u>FYTD Activity</u> | <u>Encumbered</u><br><u>Amount</u> | <u>Unencumbered</u><br><u>Balance - YTD Act</u> | <u>December 2019-20</u><br><u>Monthly Activity</u> | <u>2019-20</u><br><u>Enc Carry Forward</u> |
|-------------------|------------|------------|------------|------------|-----------------|--|---|--|------------------------------------|---|--|--|
| 73300             |            |            |            |            |                 |  |   |  |                                    |   |  |  |
|                   | 73300      | 105        |            |            | SUPERVISOR/DIRE |  |   | 27,169.60                              |                                    | -27,169.60                                      | 7,666.47   |  |
|                   | 73300      | 116        |            |            | TEACHERS        |  |   | 46,065.50                              |                                    | -46,065.50                                      | 12,094.00  |  |
|                   | 73300      | 163        |            |            | EDUCATIONAL ASS |  |   | 1,244.25                               |                                    | -1,244.25                                       | 393.75   |  |
|                   | 73300      | 189        |            |            | OTHER SALARIES  |  |   | 93.00                                  |                                    | -93.00  |  |  |
|                   | 73300      | 201        |            |            | SOCIAL SECURITY |  |   | 4,381.21                               |                                    | -4,381.21                                       | 1,181.45   |  |
|                   | 73300      | 204        |            |            | STATE RETIREMEN |  |   | 7,360.04                               |                                    | -7,360.04                                       | 1,988.18   |  |
|                   | 73300      | 210        |            |            | UNEMPLOYMENT CO |  |   | 0.50                                   |                                    | -0.50   |  |  |
|                   | 73300      | 212        |            |            | EMPLOYER MEDICA |  |   | 1,024.61                               |                                    | -1,024.61                                       | 276.31   |  |
|                   | 73300      | 217        |            |            | RETIREMENT-HYBR |  |   | 287.42                                 |                                    | -287.42   | 77.66  |  |
|                   | 73300      | 422        |            |            | FOOD SUPPLIES   |  |   |  | 665.00                             | -665.00   |  |  |
|                   | 73300      | 429        |            |            | INSTRUCTIONAL S |  |   | 6,083.60                               | 703.00                             | -6,786.60                                       | 208.76   | 4,725.20                                   |
|                   | 73300      | 499        |            |            | OTHER SUPPLIES  |  |   | 194.47                                 |                                    | -194.47   |  |  |
|                   | 73300      | 524        |            |            | STAFF DEVELOPME |  |   | 1,048.12                               |                                    | -1,048.12                                       |  |  |
|                   | 73300      | 599        |            |            | OTHER CHARGES   |  |   | 4,649.00                               |                                    | -4,649.00                                       |  |  |
|                   | 73300      | ---        |            |            | COMMUNITY SERVI |  |   | 99,601.32                              | 1,368.00                           | -100,969.32                                     | 23,886.58  | 4,725.20                                   |

MARSHALL COUNTY BOARD OF EDUCATION  
Statement of Expenditures-By Object (Date: 12/2019)

| End T | Acct  | Obj | Prj | Loc | Prg | Obj             | 2019-20<br>Original Budget | 2019-20<br>Revised Budget | 2019-20<br>FYTD Activity | Encumbered<br>Amount | Unencumbered<br>Balance - YTD Act | December 2019-20<br>Monthly Activity | 2019-20<br>Enc Carry Forward |
|-------|-------|-----|-----|-----|-----|-----------------|----------------------------|---------------------------|--------------------------|----------------------|-----------------------------------|--------------------------------------|------------------------------|
| 73400 |       |     |     |     |     |                 |                            |                           |                          |                      |                                   |                                      |                              |
|       | 73400 | 116 |     |     |     | TEACHERS        | 114,526.00                 | 114,526.00                | 47,733.50                |                      | 66,792.50                         | 9,546.70                             |                              |
|       | 73400 | 117 |     |     |     | CAREER LADDER P | 1,000.00                   | 1,000.00                  | 500.00                   |                      | 500.00                            |                                      |                              |
|       | 73400 | 163 |     |     |     | EDUCATIONAL ASS | 27,042.00                  | 27,042.00                 | 11,344.70                |                      | 15,697.30                         | 2,268.94                             |                              |
|       | 73400 | 186 |     |     |     | LONGEVITY PAY   | 1,700.00                   | 1,700.00                  | 1,700.00                 |                      |                                   |                                      |                              |
|       | 73400 | 198 |     |     |     | NON-CERTIFIED S | 1,500.00                   | 1,500.00                  | 550.00                   |                      | 950.00                            | 95.00                                |                              |
|       | 73400 | 201 |     |     |     | SOCIAL SECURITY | 9,038.00                   | 9,038.00                  | 3,428.88                 |                      | 5,609.12                          | 661.40                               |                              |
|       | 73400 | 204 |     |     |     | STATE RETIREMEN | 12,664.00                  | 12,664.00                 | 6,136.85                 |                      | 6,527.15                          | 1,184.98                             |                              |
|       | 73400 | 207 |     |     |     | MEDICAL INSURAN | 43,620.00                  | 43,620.00                 | 21,213.83                |                      | 22,406.17                         | 3,767.87                             |                              |
|       | 73400 | 208 |     |     |     | DENTAL INSURANC | 137.00                     | 137.00                    | 68.40                    |                      | 68.60                             | 13.68                                |                              |
|       | 73400 | 210 |     |     |     | UNEMPLOYMENT CO | 140.00                     | 140.00                    | 1.65                     |                      | 138.35                            | 0.28                                 |                              |
|       | 73400 | 212 |     |     |     | EMPLOYER MEDICA | 2,114.00                   | 2,114.00                  | 801.92                   |                      | 1,312.08                          | 154.68                               |                              |
|       | 73400 | 429 |     |     |     | INSTRUCTIONAL S | 9,000.00                   | 9,000.00                  | 713.71                   |                      | 8,286.29                          | 713.71                               |                              |
|       | 73400 | 524 |     |     |     | STAFF DEVELOPME | 1,000.00                   | 1,000.00                  | 413.14                   |                      | 586.86                            |                                      |                              |
|       | 73400 | 599 |     |     |     | OTHER CHARGES   |                            |                           | 94.96                    |                      | -94.96                            |                                      | 200.00                       |
|       | 73400 | 722 |     |     |     | REGULAR INSTRUC |                            |                           | 109.00                   |                      | -109.00                           |                                      | 115.00                       |
|       | 73400 | --- |     |     |     | EARLY CHILDHOOD | 223,481.00                 | 223,481.00                | 94,810.54                |                      | 128,670.46                        | 18,407.24                            | 315.00                       |

| <u>Fnd T Acct</u> | <u>Obj</u> | <u>Prj</u> | <u>Loc</u> | <u>Prg</u> | <u>Obj</u>      | 2019-20                | 2019-20               | 2019-20              | Encumbered    | Unencumbered             | December 2019-20        | 2019-20                  |
|-------------------|------------|------------|------------|------------|-----------------|------------------------|-----------------------|----------------------|---------------|--------------------------|-------------------------|--------------------------|
|                   |            |            |            |            |                 | <u>Original Budget</u> | <u>Revised Budget</u> | <u>FYTD Activity</u> | <u>Amount</u> | <u>Balance - YTD Act</u> | <u>Monthly Activity</u> | <u>Enc Carry Forward</u> |
| 76100             |            |            |            |            |                 |                        |                       |                      |               |                          |                         |                          |
|                   | 76100      | 799        |            |            | OTHER CAPITAL O | 350,000.00             | 950,000.00            | 955,737.53           | 537,226.70    | -542,964.23              |                         | 637,984.80               |
|                   | 76100      | ---        |            |            | REGULAR CAPITAL | 350,000.00             | 950,000.00            | 955,737.53           | 537,226.70    | -542,964.23              |                         | 637,984.80               |

| <u>Fnd T Acct</u> | <u>Obj</u> | <u>Pri</u> | <u>Loc</u> | <u>Prg</u> | <u>Obj</u>      | <u>2019-20</u><br><u>Original Budget</u> | <u>2019-20</u><br><u>Revised Budget</u> | <u>2019-20</u><br><u>FYTD Activity</u> | <u>Encumbered</u><br><u>Amount</u> | <u>Unencumbered</u><br><u>Balance - YTD Act</u> | <u>December 2019-20</u><br><u>Monthly Activity</u> | <u>2019-20</u><br><u>Enc Carry Forward</u> |
|-------------------|------------|------------|------------|------------|-----------------|--|---|--|------------------------------------|---|--|--|
| 99100             |            |            |            |            |                 |  |   |  |                                    |   |  |  |
|                   | 99100      | 590        |            |            | TRANSFERS TO OT | 259,955.00                               | 259,955.00                              |  |                                    | 259,955.00                                      |  |  |
|                   | 99100      | ---        |            |            | TRANSFERS OUT   | 259,955.00                               | 259,955.00                              |  |                                    | 259,955.00                                      |  |  |

| End T Acct           | Obj | Prj | Loc | Prg | Obj | 2019-20<br>Original Budget | 2019-20<br>Revised Budget | 2019-20<br>FYTD Activity | Encumbered<br>Amount | Unencumbered<br>Balance - YTD Act | December 2019-20<br>Monthly Activity | 2019-20<br>Enc Carry Forward |
|----------------------|-----|-----|-----|-----|-----|----------------------------|---------------------------|--------------------------|----------------------|-----------------------------------|--------------------------------------|------------------------------|
| Grand Expense Totals |     |     |     |     |     | 44,763,992.00              | 45,363,992.00             | 21,263,928.53            | 931,549.65           | 23,168,513.82                     | 3,566,205.63                         | 1,022,530.96                 |

Number of Accounts: 573

\*\*\*\*\* End of report \*\*\*\*\*

# Marshall County Board of Education

|   |   |                                  |                                 |
|---|---|----------------------------------|---------------------------------|
| Monitoring:<br><b>Review: Annually,<br/>in November</b> | Descriptor Term:<br><b>Field Trips and Excursions</b> | Descriptor Code:<br><b>4.302</b> | Issued Date:<br><b>01/11/00</b> |
|   |   | Rescinds:<br><b>IFCB</b>         | Issued:<br><b>09/09/93</b>      |

1 Field trips designed to stimulate student interest and inquiry and to provide opportunities for social growth  
2 and development are considered appropriate extensions of the classroom.  
3

4 To be educationally beneficial, a field trip requires thoughtful selection, careful advance preparation of  
5 the class, and opportunities for students to summarize the experience at the conclusion of the trip. To this  
6 end, teachers and principals will be expected to consider the following factors in selecting field trips:  
7

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

12 The following guidelines shall be followed in planning and conducting field trips and excursions:  
13

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

- 1           6. Students shall not be penalized for participating in approved school-sponsored trips and  
2           activities. Teachers shall permit students to make up class assignments missed because of a  
3           trip or activity;
- 4
- 5           7. All accidents that occur on a school-sponsored trip must be reported by the teacher to the  
6           principal immediately upon returning to school. Serious accidents involving personal injury  
7           must be reported immediately to the principal and/or director of schools. An emergency shall  
8           be dealt with promptly by the teacher or other members of the school staff by taking appropriate  
9           action, including sending the student to the hospital or summoning medical aid or ambulance.  
10          In cases where it is necessary to send the student to the hospital, reasonable effort must be made  
11          to notify the parents.
- 12
- 13          8. Any school-sponsored trip not meeting the “educationally beneficial” criteria as defined in this  
14          section must have prior approval of the director of schools or his/her designee;
- 15
- 16          9. Any school-sponsored trip which is both out-of-state and overnight must have prior approval  
17          by the Board.
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25
- 26
- 27
- 28
- 29
- 30
- 31
- 32
- 33
- 34
- 35
- 36
- 37
- 38
- 39
- 40
- 41
- 42
- 43
- 44
- 45
- 46
- 47
- 48
- 49

---

Cross References:  
Extracurricular Activities 4.300  
Attendance 6.200



Linking Learning to Life

# Travel Request

Organization Carnersville FFA Destination Cullerka H.S. Leave at 3:00p.m.

Date of Trip 1-16-2020 Purpose of Trip District Public Speaking Contest

Mode of Transportation: School Van

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Joseph Mulliniks \_\_\_\_\_

Seth Taylor \_\_\_\_\_

Rebecca Worley \_\_\_\_\_

Elizabeth Worley \_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Lane Worley \_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Lane Worley Date: 1-10-2020  
Teacher/Sponsor

Approved by: Jo M. Masters Date: 1-10-2020  
Principal

Approved by: Carol Lovell Date: 1-16-20  
Director of Schools



Linking Learning to Life

# Travel Request

Organization Cornersville FFA Destination Eagleville High School  
 Date of Trip 1-23-2020 Purpose of Trip Compete in Southern Section MT public speaking contest  
 Mode of Transportation: School Van

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

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

Student Participants (please print):

Elizabeth Worley \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Lane Worley \_\_\_\_\_  
 \_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

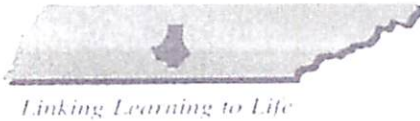
Have the Volunteer Participants been fingerprinted? \_\_\_ Yes \_\_\_ No  
 (See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

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

Travel Requested by: Lane Worley Date: 1-21-2020  
 Teacher/Sponsor

Approved by: Joy McMan Date: 1-21-2020  
 Principal

Approved by: Janet Powell Date: 1-21-20  
 Director of Schools



# Travel Request

Organization Cornersville FFA Destination Stewarts Creek High School

Date of Trip 1-30-2020 Purpose of Trip Compete in the Middle Tennessee

Mode of Transportation: school van Prepared Speaking Contest

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Elizabeth Worley \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Lane Worley \_\_\_\_\_

\_\_\_\_\_

Volunteer Participants (please print):

N/A \_\_\_\_\_

\_\_\_\_\_

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Lane Worley Date: 1-24-2020  
Teacher/Sponsor

Approved by: [Signature] Date: 1-24-2020  
Principal

Approved by: [Signature] Date: 1-24-20  
Director of Schools



# Travel Request

Organization FCU Destination 630 Weakley Creek Rd - Lawrenceburg TN

Date of Trip 2-5-2020 Purpose of Trip FCU Leadership Breakfast

Mode of Transportation: church bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

To be determined

members of FCU

(Use back if more space is needed)

School System Participants (please print):

(Use back if more space is needed)

Volunteer Participants (please print):

Larry Chatman

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Larrie Leach Date: 1-27-20  
Teacher/Sponsor

Approved by: [Signature] Date: 1/27/20  
Principal

Approved by: [Signature] Date: 1-27-20  
Director of Schools



# --Travel Request

*Linking Learning to Life*

Organization: Intro to Electromechanical Destination: Meiwa

Date of Trip: 2/6/2020 Purpose of Trip: Tour

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Student list attached \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

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

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Danny Adams Date 01/24/2020

Teacher/Sponsor

Approved by: [Signature] Date: 1/24/20

Principal

Approved by: [Signature] Date: 1-24-20

Director of Schools



Linking Learning to Life

# Travel Request

Organization: HOSA Destination: Columbia State Columbia, TN

Date of Trip: 2/7/2020 Purpose of Trip: HOSA Regional Competition

Mode of Transportation: BUS

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Student list attached  HOSA Students

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

(Use back if more space is needed)

School System Participants (please print):

Lynda Skillington

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by Lynda Skillington Date: 1/22/2020

Teacher/Sponsor

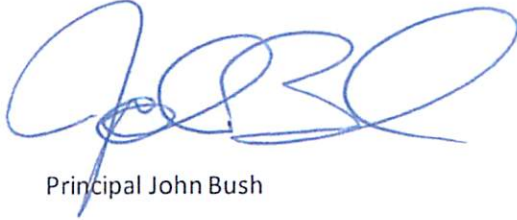
Approved by: [Signature] Date: 1/22/20

Principal

Approved by: [Signature] Date: 1-22-20

Director of Schools

Marshall County High School Wrestling Team has two wrestlers who qualified to go to the Regionals. Regionals will be Feb. 14<sup>th</sup> at East Ridge High School in Chattanooga, TN. Aaron Foster and Colton Haun. It will require overnight stay at Fairfield Inn and Suites in Chattanooga, TN. South East Ridge. We are asking permission from the Principal and Superintendent to travel for this overnight trip. Thanks, Coach Brian McGuire



Principal John Bush

Superintendent, Jacob Sorrells



**Region Tournament Schedule**  
**Region 3 A-AA**  
**February 14 – 15, 2020**

**Friday, February 14, 2020, (EST)**

4:00 PM – Scales open at East Ridge High School (Neely Gymnasium)

5:00 PM – Weigh-ins by Weight Class

5:45 PM – Coaches Meeting

6:30 PM – Opening Rounds on 3 mats: Championship Round 1  
Championship Quarterfinals  
Consolation Round 1  
Consolation Round 2

**Saturday, February 15, 2020, (EST)**

7:00 AM – Scales open at East Ridge High School (Neely Gymnasium)

9:00 AM – Weigh-ins by Weight Class

9:30 AM – Coaches Meeting

10:30 AM – Wrestling on 3 mats: Championship Semifinals  
Consolation Round 3  
Consolation Semifinals

Wrestling on 2 mats: Championship Finals  
Consolation Finals

*\*award presentation to follow*

Entry fee will be 65 dollars

Coaches Vote:

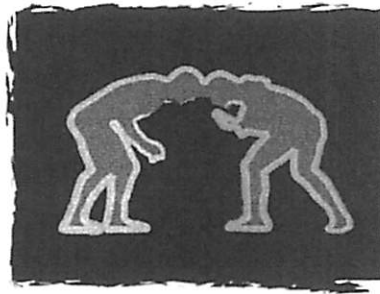
Outstanding Wrestler, 106 - 145

Outstanding Wrestler, 152 – 285

Referees Vote:

Best Match

**Outstanding Wrestler, 106 – 145  
Region Tournament, 3 A-AA**



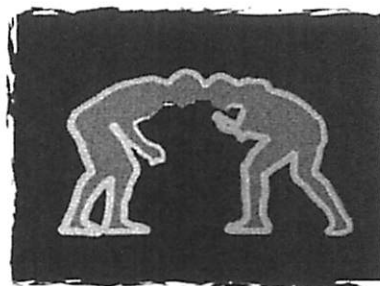
---

Wrestler

Weight

School

**Outstanding Wrestler, 152 – 285  
Region Tournament, 3 A-AA**



---

Wrestler

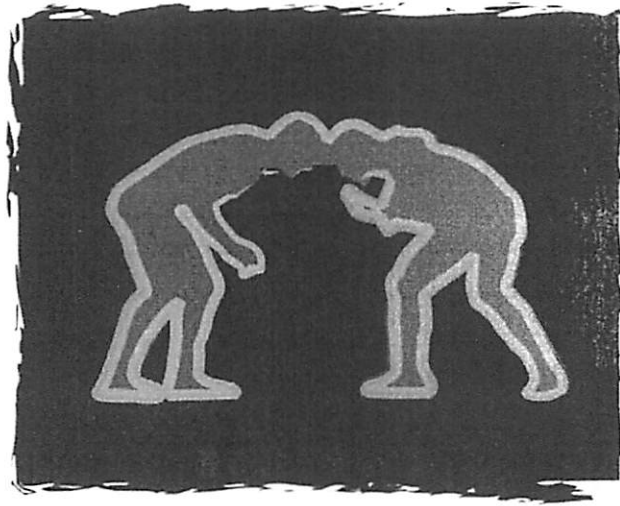
---

Weight

---

School

**Best Match**  
**Region Tournament, 3 A-AA**



**VS**

---

Wrestler

---

Wrestler

---

School

---

Weight

---

School

|    | <b>Team</b>         | <b>Roster/Seed Meeting</b> | <b>Friday Weigh-Ins</b> | <b>Saturday Weigh-Ins</b> |
|----|---------------------|----------------------------|-------------------------|---------------------------|
| 1  | Cascade             |                            |                         |                           |
| 2  | Eagleville          |                            |                         |                           |
| 3  | East Nashville      |                            |                         |                           |
| 4  | East Ridge          |                            |                         |                           |
| 5  | Forrest             |                            |                         |                           |
| 6  | Marshall            |                            |                         |                           |
| 7  | Nolensville         |                            |                         |                           |
| 8  | Red Bank            |                            |                         |                           |
| 9  | Sequatchie          |                            |                         |                           |
| 10 | Signal Mountain     |                            |                         |                           |
| 11 | Stratford           |                            |                         |                           |
| 12 | TN School for Blind |                            |                         |                           |
| 13 | The Howard School   |                            |                         |                           |
| 14 | Watertown           |                            |                         |                           |
| 15 | Whitwell            |                            |                         |                           |



Linking Learning to Life

# Travel Request

Organization Teaching as a Profession II Destination Westhills Elementary

Date of Trip 2/18/20 - 4/22/20 Purpose of Trip internship/job shadowing

Mode of Transportation: bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

see attached roster

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

(Use back if more space is needed)

School System Participants (please print):

Mary Brewer

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

N/A

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Mary Brewer Date: 1-28-20  
Teacher/Sponsor

Approved by: [Signature] Date: 1/29/20  
Principal

Approved by: [Signature] Date: 1-29-20  
Director of Schools



Linking Learning to Life

# Travel Request

Organization Teaching as a Profession III Destination Dak Grove Elementary

Date of Trip 2/18/20 - 4/29/20 Purpose of Trip internship/job shadowing

Mode of Transportation: bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

|                        |                       |                    |
|------------------------|-----------------------|--------------------|
| <u>Lilly Casteel</u>   | <u>Kelsey Harwell</u> | <u>Abbie Welsh</u> |
| <u>Adiari Colon</u>    | <u>Kiara Knott</u>    |                    |
| <u>Monserat Garcia</u> | <u>Genesis Olmo</u>   |                    |
| <u>Jordyn Griffis</u>  | <u>Michelle Olmo</u>  |                    |

(Use back if more space is needed)

School System Participants (please print):

Mary Brewer

(Use back if more space is needed)

Volunteer Participants (please print):

N/A

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Mary Brewer Date: 1-28-20  
Teacher/Sponsor

Approved by: [Signature] Date: 1/29/20  
Principal

Approved by: [Signature] Date: 1-29-20  
Director of Schools



# Travel Request

Linking Learning to Life

Organization STEAM Destination M.T.S.U

Date of Trip Feb. 27, 2020 Purpose of Trip Invention Convention participant

Mode of Transportation: school van

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Gracie Broadaway

Catheryn Burham

Keriona Thomison

Autumn Sweat

(Use back if more space is needed)

School System Participants (please print):

Mary Presson

(Use back if more space is needed)

Volunteer Participants (please print):

None

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Mary Presson Date: 2-5-2020  
Teacher/Sponsor

Approved by: Rachel [Signature] Date: 2-5-2020  
Principal

Approved by: Carol Ferrill Date: 2-5-20  
Director of Schools



Linking Learning to Life

# Travel Request

Organization ERT Destination Nashville Children's Theatre

Date of Trip 2-29-20 Purpose of Trip attend play

Mode of Transportation: bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

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

(Use back if more space is needed)

School System Participants (please print):

Ava Hinson  
Tammi Pruitt

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No  
(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

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

Travel Requested by: Ava Hinson Date: 1-13-20  
Teacher/Sponsor

Approved by: [Signature] Date: 1-13-20  
Principal

Approved by: [Signature] Date: 1-13-20  
Director of Schools



# --Travel Request

*Linking Learning to Life*

Organization: Advanced Electromechanical B Destination: Marelli Electronics

Date of Trip 3/11/2020 Purpose of Trip: Tour

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Student list attached \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Danny Adams Date 01/23/2020  
Teacher/Sponsor

Approved by: [Signature] Date: 1/23/20  
Principal

Approved by: [Signature] Date: 1-23-20  
Director of Schools



# --Travel Request

*Linking Learning to Life*

Organization: Advanced Electromechanical A Destination: Marelli Plastics \_\_\_\_\_

Date of Trip: 3/13/2020 Purpose of Trip: Tour

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Student list attached \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Danny Adams Date 01/23/2020

Teacher/Sponsor

Approved by: \_\_\_\_\_ Date: 1/23/20

Principal

Approved by: \_\_\_\_\_ Date: 1-23-20

Director of Schools



Linking Learning to Life

# Travel Request

Organization Westhills Elementary Destination The Adventure Science Center

Date of Trip 3-27-20 Purpose of Trip Space Science Education

Mode of Transportation: School Bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

All 5th grade students

(Use back if more space is needed)

School System Participants (please print):

Jessie York Jason Donahue Sara Perry

Denise Barnes Beth Stanford Ashley Johnson

(Use back if more space is needed)

Volunteer Participants (please print):

2 parents per class

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Jessie York Date: 1-24-20

Teacher/Sponsor

Approved by: Rachel [Signature] Date: 1-24-20

Principal

Approved by: [Signature] Date: 1-28-20

Director of Schools



Linking Learning to Life

# Travel Request

(Germantown, TN)

Organization MCHS Student Council Destination Houston ~~County~~ High School

Date of Trip 3/27 - 3/29/2020 Purpose of Trip TASC State Convention

Mode of Transportation: Vans

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

List will be provided upon approval

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

(Use back if more space is needed)

School System Participants (please print):

Vanessa Sweeney

Additional teacher as needed - name provided upon approval

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

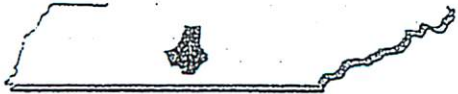
Does the Central Office have the Volunteer Participants' fingerprints on file?  Yes  No

Travel Requested by: Vanessa Sweeney / Student Council Date: 1/27/2020  
Teacher/Sponsor

Approved by: [Signature] Date: 1/28/20  
Principal

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Director of Schools

Director of Schools



Linking Learning to Life

# Travel Request

Organization MS Beta Destination MTSU

Date of Trip April 9, 2020 Purpose of Trip Model Contest

Mode of Transportation: Van

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

4 7th graders

4 8th graders

(Use back if more space is needed)

School System Participants (please print):

Natalie Dennis

Karen Lemay

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Natalie Dennis Date: 1-30-20

Teacher/Sponsor

Approved by: [Signature] Date: 1/30/20

Principal

Approved by: [Signature] Date: 2-3-20

Director of Schools



Linking Learning to Life

# Travel Request

Organization 6th grade SMAK Destination Ruby Falls/Rock City

Date of Trip 5/19/20 Purpose of Trip End of Year reward trip

Mode of Transportation: Charter bus - Gray Line of TN

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

list attached

(Use back if more space is needed)

School System Participants (please print):

Lacey Lampley LeAnne Cook

Tanya Leonard

(Use back if more space is needed)

Volunteer Participants (please print):

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Lacey Lampley Date: 1/23/2020  
Teacher/Sponsor

Approved by: Robert J. Keasom Date: 1/23/2020  
Principal

Approved by: Jaccol Sorrell Date: 1-24-20  
Director of Schools

# Marshall County Board of Education

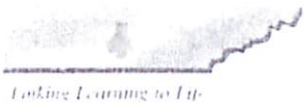
|  |   |                                  |                                 |
|--|---|----------------------------------|---------------------------------|
| Monitoring:<br><br><b>Review: Annually,<br/>in October</b> | Descriptor Term:<br><br><b>Community Use of School<br/>Facilities</b> | Descriptor Code:<br><b>3.206</b> | Issued Date:<br><b>10/08/12</b> |
|  |   | Rescinds:<br><b>3.206</b>        | Issued:<br><b>11/13/08</b>      |

1 When not in use for school purposes, school buildings and grounds or portions thereof may be used for  
 2 public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the  
 3 welfare of the community, as approved by the director of schools.<sup>1,2,3</sup>

- 4
- 5 1. Requests for the use of school facilities shall be made first at the office of the principal.
  - 6 a. If approved by the principal, a *Use of School Facility* form will be signed
  - 7 by the principal and given the group requesting use of facilities.
  - 8 b. The group must secure liability insurance to cover the use of facilities at the
  - 9 minimum of \$1,000,000
  - 10 c. Proof of insurance and the *Use of School Facility* form must be presented at the
  - 11 central office for final approval by the director of schools.
- 12 2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with
- 13 the schools shall be permitted reasonable use of school facilities without charge, or insurance
- 14 coverage;
- 15 3. School facilities may not be used for private profit, except for after-school tutoring/lessons pro-
- 16 vided by a certified employee of the Marshall County School System to enhance the educational
- 17 process. Any for-profit group who wishes to use school facilities for one-time performances or
- 18 other programs must have special Board approval;<sup>2</sup>
- 19 4. Unused facilities may be leased for private day-care centers which provide educational and child
- 20 care services to the community;<sup>2</sup>
- 21 5. All activities must be under competent adult supervision and approved by the building principal.
- 22 In all cases, an assigned school employee will be present. The group using the facilities will be
- 23 responsible for any damage to the building or equipment and payment of supervision and clean
- 24 up at the rate of time and a half the hourly rate of the personnel used;
- 25 6. Groups receiving permission for building use are restricted to the dates and hours approved and
- 26 to the building area and facilities specified;
- 27 7. Groups receiving permission for building use are responsible for the observance of all fire and
- 28 safety regulations at all times;
- 29 8. The use of alcoholic beverages, drugs, profane language, or gambling in any form is not permitted
- 30 in school buildings. Smoking within the building is not permitted.<sup>3</sup>;
- 31 9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and
- 32 Civil Defense, and will make suitable facilities available without charge during community
- 33 emergencies;
- 34 10. When school kitchens are used, a member(s) of the cafeteria staff must be present to supervise
- 35 the use of the equipment. Compensation must be paid to cafeteria member(s) at the rate of time
- 36 and one-half of their hourly rate; and
- 37 11. School facilities may not be used for religious purposes on a permanent basis (over 6 months).

38  
 39 Legal References:  
 40 1. TCA 49-50-201  
 41 2. TCA 49-2-203(b)(4)  
 3. *Lamb's Chapel v. Center Moriches Union Free School District*,  
 113 S. Ct. 2141 (1993)

Cross References:  
 Tobacco-Free Schools 1.803  
 Care of School Property 6.311



REQUEST FOR USE OF Cornersville High School  
(SCHOOL)

Area/Room of the building requested gyms

Name/Type of event to be held AAU Basketball

Date of the event TBD Time Weekends / After School

Organization/Person requesting use Chuck Coble

Name of insurance company DSP Amount of coverage \_\_\_\_\_

\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Chuck Coble

Address 1180 Cochran Cem. Rd. Lewisburg Phone 931-652-4000 Cell \_\_\_\_\_

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Chuck Coble

Signature of principal [Signature]

Signature of Director of Schools for approval [Signature]

MARSHALL COUNTY BOARD OF EDUCATION POLICY

When not in use for school purposes, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of the community, as approved by the Director of Schools.

1. Requests for the use of facilities shall be made first at the office of the principal. If approved by the principal, a use of school facility form will be signed by the principal and given to the group requesting use of facilities. The group must secure liability insurance to cover the use of facilities at the minimum of \$1,000,000. Proof of insurance and the use of school facility form must be presented at the central office for final approval by the Director of Schools.
2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
4. Unused facilities may be leased for private day-care centers and kindergartens, which provide educational and child care services to the community.
5. All activities must be under competent adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facility will be responsible for any damage to the building or equipment and payment of supervision and clean up at the rate of time-and-a-half the hourly rate of the personnel used.
6. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified.
7. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
8. The use of alcoholic beverages, drugs, profane language and gambling in any form is not permitted in school buildings. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies.
10. When school kitchens are used, a member of the cafeteria staff must be present to supervise the use of the equipment. Compensation must be paid to cafeteria members at the rate of time-and-a-half of their hourly rate.
11. School facilities may not be used for religious purposes on a permanent basis (over 6 months).



Linking Learning to Life

REQUEST FOR USE OF Forrest - Aux gym  
(SCHOOL)

Area/Room of the building requested Aux gym

Name/Type of event to be held Forrest Alumni Trivia Event

Date of the event Jan. 18 Time 8:00 AM - 9:00

Organization/Person requesting use Brenda Brown

Name of insurance company Grover Collins & Miller Amount of coverage \$2,000,000  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building B. Brown

Address 310 N. Horton Pkwy Phone 931-703-8157 Cell

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Brenda J. Brown Date 1/10/20

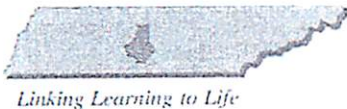
Signature of principal [Signature] Date 1/10/20

Signature of Director of Schools for approval Jacob Sorrelli Date 1-10-20

MARSHALL COUNTY BOARD OF EDUCATION POLICY

When not in use for school purposes, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of the community, as approved by the Director of Schools.

1. Requests for the use of facilities shall be made first at the office of the principal. If approved by the principal, a use of school facility form will be signed by the principal and given to the group requesting use of facilities. The group must secure liability insurance to cover the use of facilities at the minimum of \$1,000,000. Proof of insurance and the use of school facility form must be presented at the central office for final approval by the Director of Schools.
2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
4. Unused facilities may be leased for private day-care centers and kindergartens, which provide educational and child care services to the community.
5. All activities must be under competent adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facility will be responsible for any damage to the building or equipment and payment of supervision and clean up at the rate of time-and-a-half the hourly rate of the personnel used.
6. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified.
7. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
8. The use of alcoholic beverages, drugs, profane language and gambling in any form is not permitted in school buildings. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies.
10. When school kitchens are used, a member of the cafeteria staff must be present to supervise the use of the equipment. Compensation must be paid to cafeteria members at the rate of time-and-a-half of their hourly rate.
11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.



REQUEST FOR USE OF \_\_\_\_\_  
(SCHOOL)

Area/Room of the building requested Cafeteria

Name/Type of event to be held Valentine Dance

Date of the event 2/13/20 Time 6-8:00 pm

Organization/Person requesting use MS Student Council / Nickie Curry

Name of insurance company \_\_\_\_\_ Amount of coverage \_\_\_\_\_  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building N. Curry

Address \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use [Signature]

Date 1-13-20

Signature of principal [Signature]

Date 1/13/20

Signature of Director of Schools for approval [Signature]

Date 1-13-20

MARSHALL COUNTY BOARD OF EDUCATION POLICY

When not in use for school purposes, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of the community, as approved by the Director of Schools.

1. Requests for the use of facilities shall be made first at the office of the principal. If approved by the principal, a use of school facility form will be signed by the principal and given to the group requesting use of facilities. The group must secure liability insurance to cover the use of facilities at the minimum of \$1,000,000. Proof of insurance and the use of school facility form must be presented at the central office for final approval by the Director of Schools.
2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
4. Unused facilities may be leased for private day-care centers and kindergartens, which provide educational and child care services to the community.
5. All activities must be under competent adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facility will be responsible for any damage to the building or equipment and payment of supervision and clean up at the rate of time-and-a-half the hourly rate of the personnel used.
6. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified.
7. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
8. The use of alcoholic beverages, drugs, profane language and gambling in any form is not permitted in school buildings. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies.
10. When school kitchens are used, a member of the cafeteria staff must be present to supervise the use of the equipment. Compensation must be paid to cafeteria members at the rate of time-and-a-half of their hourly rate.
11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.



REQUEST FOR USE OF Forrest School  
(SCHOOL)

Area/Room of the building requested auxillary gym

Name/Type of event to be held Red Cross Blood Drive

Date of the event March 10, 2020 Time 6:30 am - 3pm

Organization/Person requesting use HOSFA - Krista Dillon

Name of insurance company \_\_\_\_\_ Amount of coverage \_\_\_\_\_  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

RESPONSIBILITY OF PERSON REQUESTING USE

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Krista Dillon Date 1/8/20

Signature of principal [Signature] Date 1/10/20

Signature of Director of Schools for approval Carol Lovell Date 1-13-20

MARSHALL COUNTY BOARD OF EDUCATION POLICY

When not in use for school purposes, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of the community, as approved by the Director of Schools.

1. Requests for the use of facilities shall be made first at the office of the principal. If approved by the principal, a use of school facility form will be signed by the principal and given to the group requesting use of facilities. The group must secure liability insurance to cover the use of facilities at the minimum of \$1,000,000. Proof of insurance and the use of school facility form must be presented at the central office for final approval by the Director of Schools.
2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
4. Unused facilities may be leased for private day-care centers and kindergartens, which provide educational and child care services to the community.
5. All activities must be under competent adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facility will be responsible for any damage to the building or equipment and payment of supervision and clean up at the rate of time-and-a-half the hourly rate of the personnel used.
6. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified.
7. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
8. The use of alcoholic beverages, drugs, profane language and gambling in any form is not permitted in school buildings. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies.
10. When school kitchens are used, a member of the cafeteria staff must be present to supervise the use of the equipment. Compensation must be paid to cafeteria members at the rate of time-and-a-half of their hourly rate.
11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.