

Regular Board Meeting

January 9, 2023 6:00 PM

MCBOE

1. Agenda

Julie Keny Cathey

2. Committee Reports/Schedule Committee Meetings

3. Consent Agenda

1. Minutes

4. New Business

5. Director's Report

Jacob Sorrells

6. Adjourn

Julie Keny Cathey

7. FYI

1. Approved Fundraisers

2. Free & Reduced

3. Monthly Financial Report

4. Travel Request

5. Use of Facility

Marshall County Board of Education

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

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

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

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

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

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

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

CONSENT AGENDA

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

Marshall County Board of Education

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

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.¹ 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.²
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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 2022-2023

September 12, 2022

Executive Committee

_____, Chairman of the Board
Jacob Sorrells, Director of Schools

Policy

*Andy Woodard

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

Budget/Education

* Kristen Gold

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

Curriculum/Instruction

(Includes Technology & Attendance)

*Julie Keny Cathey

Susan Hunter

Harvey Jones

Kristen Gold

Heidi McElhaney

William Bell

Patty Hill

Acquisition/Maintenance/Transportation

*Harvey Jones

John Daniel Allen

Andy Woodard

Five-Year Strategic Pla

*Kristen Gold

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

***Chairman of Committee**

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

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Agendas	Descriptor Code: 1.403	Issued Date: 11/09/20
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Marshall County Board of Education

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

1 The director of schools shall keep, or cause to be kept, complete and accurate minutes of all meetings of
2 the Board.¹ 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.² The minutes shall become permanent records of the Board and
5 shall be made available to interested citizens and the news media upon request.^{2,3} 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.⁴

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;²
- 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;²
- 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

December 12, 2022

The Marshall County Board of Education met in regular session on Monday, December 12, 2022, 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, Patty Hill, Susan Hunter, Harvey Jones, Heidi McElhaney, and Andy Woodard. No member was absent.

Pledge/Prayer

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

Secondary Curriculum Supervisor Beth Smith gave a curriculum committee report. She announced a public viewing of textbooks for January 13 from 8-4 at the central office.

The board scheduled a winter retreat for Saturday, February 11 at 9:00 a.m.

The board scheduled the 5-year plan committee meeting for Monday, February 6 at 5:30 p.m. in the central office.

Presented under Consent Agenda: November 14, 2022, minutes. Mr. Jones made a motion, with a second by Ms. McElhaney, to approve the consent agenda. The motion passed 9-0.

Ms. Hill made a motion, with a second by Dr. Bell, to approve Policy 4.602 Class Ranking. The motion passed 9-0.

Under HQIM Literacy Implementation Grant, the rules were suspended to allow Elementary Curriculum Supervisor Tammy Lewis to answer questions. After discussion, Ms. Hunter made a motion, with a second by Ms. Gold to approve the HQIM Literacy Implementation Grant. The motion passed 7-2, with Dr. Bell and Mr. Jones voting no.

There was no new business.

During the Director's Report, Mr. Sorrells announced 3 retirees from the central office: Teresa Moses, Lisa Isley and Rhonda Poole. He thanked them for their years of service.

The meeting adjourned at 6:23 p.m.

Respectfully Submitted,

Julie Keny Cathey, Chair

Jacob Sorrells, Director

Marshall County Board of Education

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

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:¹

- 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:²
 - 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.³

19 **ONLINE FUNDRAISING**

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

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

29 **FUNDRAISING FOR NONEDUCATIONAL PURPOSES⁴**

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

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

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

Legal References:

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

Cross References:

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



Fundraiser Authorization

Proposed Fundraising Activity: Online Apparel - Fan Cloth

Purpose of Fundraiser: Raise money for outdoor batting cage / other equipment

Fund/Account Name: MCHS Softball

Current balance of fund account \$ 2808.⁰⁰ Date 12-16-22

Anticipated date(s) of fundraiser: Beginning Dec. 26, 2022 Ending Jan. 2023

Expected Student Involvement (schoolwide or specific school organization): Softball team - open to anyone for purchase

Margin of profit (if applicable): \$300.⁰⁰ - \$500.⁰⁰

Method by which school will receive profit: Check from company

How and when will these funds be spent to benefit students/instruction: Batting Cage / other equipment

Requested by: Amy Bonner - Softball Date: 12-16-22
Teacher/Club

Approved by: [Signature] Date: 12-16-22
Principal

Approved by: [Signature] Date: 1-5-23
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: Sale of World's Finest Chocolate Candy Bars

Purpose of Fundraiser: Raise money for the High School Wrestling team

Fund/Account Name: Forrest Takedown Club

Current balance of fund account \$ 1636 Date 12-29-22

Anticipated date(s) of fundraiser: Beginning 1-4-23 Ending 1-27-23

Expected Student Involvement (schoolwide or specific school organization): 8 students -

7 male wrestlers, 1 female wrestler

Margin of profit (if applicable): \$40 profit per box

Method by which school will receive profit: check

How and when will these funds be spent to benefit students/instruction: Funds will be spent as needed to purchase mat tape/supplies, pay tournament fees, singlets if possible

Requested by: Shanua McCoy Takedown Club VP Date: 12-29-22
Teacher/Club

Approved by: [Signature] Date: 1/3/23
Principal

Approved by: [Signature] Date: 1-3-23
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: Sponsor Banners

Purpose of Fundraiser: Raise money for outdoor batting cage.

Fund/Account Name: MCHS- Softball

Current balance of fund account \$ 2808.21 Date 1-3-23

Anticipated date(s) of fundraiser: Beginning Jan 2023 Ending Feb 2023

Expected Student Involvement (schoolwide or specific school organization): Coaches contacting businesses for sponsor banners

Margin of profit (if applicable): \$1,500 - \$2,000

Method by which school will receive profit: Checks

How and when will these funds be spent to benefit students/instruction: Spent on batting cage

Requested by: Amy Bonner - Softball Date: 1-3-23
Teacher/Club

Approved by: [Signature] Date: 1/4/23
Principal

Approved by: [Signature] Date: 1-4-23
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: Snap! Raise

Purpose of Fundraiser: Raise money for outdoor batting cage

Fund/Account Name: MCHS Softball

Current balance of fund account \$ \$2808.⁰⁰ Date 12-16-22

Anticipated date(s) of fundraiser: Beginning Jan. 4, 2023 Ending Feb. 15, 2023

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

Margin of profit (if applicable): \$2,000 - \$3,000

Method by which school will receive profit: check from company

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

Batting Cage / Other Expenses

Requested by: Amy Bonner - Softball Date: 12-16-22
Teacher/Club

Approved by: [Signature] Date: 12/16/22
Principal

Approved by: [Signature] Date: 1-5-23
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: St. Co. Bake Sale

Purpose of Fundraiser: Sell baked goods @ Rocket Time to raise money for Fun Day events.

Fund/Account Name: HS St. Co.

Current balance of fund account \$ 812.05 Date 12/19

Anticipated date(s) of fundraiser: Beginning 1/9 Ending 2/3

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

Margin of profit (if applicable): \$2 snacks/baked goods

Method by which school will receive profit: cash from students @ RT

How and when will these funds be spent to benefit students/instruction: money will go towards the planned fun day events for all students

Requested by: T. Hall / St. Co (HS) Date: 12/18
Teacher/Club

Approved by: [Signature] Date: 12/15/22
Principal

Approved by: [Signature] Date: 1-6-23
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: Chili Supper

Purpose of Fundraiser: Raise money for team jackets

Fund/Account Name: MCHS Softball

Current balance of fund account \$ 2808.21 Date 1-3-23

Anticipated date(s) of fundraiser: Beginning Jan. 27, 2023 Ending Jan 27, 2023

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

Softball girls selling tickets

Margin of profit (if applicable): ≈ \$2000.00

Method by which school will receive profit: Cash / check

How and when will these funds be spent to benefit students/instruction: Spent on Jackets for girls

Requested by: Amy Bonner - Softball Date: 1-3-23
Teacher/Club

Approved by: [Signature] Date: 1/4/23
Principal

Approved by: [Signature] Date: 1-4-23
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: Valentine Dance and Carnation Sales

Purpose of Fundraiser: Raise money for students and teachers

Fund/Account Name: Youth First

Current balance of fund account \$ 20,000 Date 12-02-22

Anticipated date(s) of fundraiser: Beginning 01/27/23 Ending 02-17-23

Expected Student Involvement (schoolwide or specific school organization): Attend the dance for 4th-5th-6th grade, Buy and receive carnations.

Margin of profit (if applicable): Everything over cost

Method by which school will receive profit: as needed

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

Requested by: Stacey Alexander, Youth First
Teacher/Club President

Date: 12-02-22

Approved by: Robert J. Reason
Principal

Date: 1-5-23

Approved by: Paula Lovell
Director of Schools

Date: 1-5-23

** 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 _____

2022-2023 Consolidated Application Free/Reduced Lunch Percentages

Aug. 2022

School	# Free/Red	ADM	% F/R
MES	273	385	70.91%
LMS	311	424	73.35%
WES	444	602	73.75%
OGES	287	408	70.34%
CES	203	456	44.52%
MCHS	553	822	67.27%
CHS	225	440	51.14%
CHES	174	539	32.28%
FHS	283	810	34.94%
DHIS	181	438	41.32%
District	2934	5324	55.11%

Sept. 2022

School	# Free/Red	ADM	% F/R
MES	259	387	66.93%
LMS	290	427	67.92%
WES	399	603	66.17%
OGES	281	415	67.71%
CES	182	461	39.48%
MCHS	477	818	58.31%
CHS	164	441	37.19%
CHES	169	540	31.30%
FHS	206	808	25.50%
DHIS	153	437	35.01%
District	2580	5337	48.34%

Oct. 2022

School	# Free/Red	ADM	% F/R
MES	264	390	67.69%
LMS	296	431	68.68%
WES	409	605	67.60%
OGES	285	414	68.84%
CES	185	461	40.13%
MCHS	486	816	59.56%
CHS	168	440	38.18%
CHES	170	543	31.31%
FHS	212	804	26.37%
DHIS	154	440	35.00%
District	2629	5344	49.20%

Nov. 2022

School	# Free/Red	ADM	% F/R
MES	262	396	66.16%
LMS	292	428	68.22%
WES	409	606	67.49%
OGES	288	413	69.73%
CES	192	468	41.03%
MCHS	485	817	59.36%
CHS	167	439	38.04%
CHES	170	548	31.02%
FHS	208	800	26.00%
DHIS	152	438	34.70%
District	2625	5353	49.04%

Dec. 2022

School	# Free/Red	ADM	% F/R
MES	263	396	66.41%
LMS	290	420	69.05%
WES	413	607	68.04%
OGES	289	415	69.64%
CES	187	464	40.30%
MCHS	483	813	59.41%
CHS	165	436	37.84%
CHES	171	553	30.92%
FHS	211	799	26.41%
DHIS	151	438	34.47%
District	2623	5341	49.11%

Jan. 2023

School	# Free/Red	ADM	% F/R
MES			#DIV/0!
LMS			#DIV/0!
WES			#DIV/0!
OGES			#DIV/0!
CES			#DIV/0!
MCHS			#DIV/0!
CHS			#DIV/0!
CHES			#DIV/0!
FHS			#DIV/0!
DHIS			#DIV/0!
District	0	0	#DIV/0!

Marshall County Board of Education

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

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.¹

5
6 A report indicating all receipts and expenditures will be given quarterly to the County Commission.² 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.³

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.⁴

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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

Fnd T Acct Obj Prj Loc Prg	Account Level Description	2022-23	2022-23	2022-23	Unexpended	November 2022-23
		Original Budget	Revised Budget	FYTD Activity	Balance	Monthly Activity
141 R 40110 000 000 00000 000	CURRENT PROPERTY TAX	9,217,710.00	9,217,710.00	1,114,930.17	8,102,779.83	748,190.71
141 R 40120 000 000 00000 000	TRUSTEE'S COLLECTIONS	149,934.00	149,934.00	98,249.53	51,684.47	16,151.47
141 R 40125 000 000 00000 000	TRUSTEE'S COLLECTIONS	5,000.00	5,000.00		5,000.00	
141 R 40130 000 000 00000 000	CIR CLK/CLK & MASTER	51,676.00	51,676.00	27,293.50	24,382.50	11,357.87
141 R 40140 000 000 00000 000	INTEREST AND PENALTY	30,513.00	30,513.00	10,450.50	20,062.50	2,083.78
141 R 40210 000 000 00000 000	LOCAL OPTION SALES TA	2,183,549.00	2,183,549.00	1,639,147.17	544,401.83	390,836.15
141 R 40275 000 000 00000 000	MIXED DRINK TAX	6,000.00	6,000.00	6,937.48	-937.48	1,704.11
141 R 41110 000 000 00000 000	MARRIAGE LICENSES	1,867.00	1,867.00	912.00	955.00	275.50
141 R 43517 000 000 00000 000	TUITION-OTHER	33,000.00	33,000.00		33,000.00	
141 R 43517 000 000 02105 000	CVES-TUITION AFTER SCHOOL			36,065.00	-36,065.00	9,297.00
141 R 43570 000 000 00000 000	RECEIPTS FROM INDIVID	50,000.00	50,000.00	3,369.55	46,630.45	2,389.89
141 R 43570 000 000 40200 000				19,403.48	-19,403.48	4,923.40
141 R 43583 000 000 00000 000	TBI CRIMINAL BACKGROU			705.55	-705.55	113.45
141 R 43990 000 000 40100 000	OTHER CHARGES FOR SERVICES	40,000.00	40,000.00	28,839.30	11,160.70	3,255.00
141 R 44130 000 000 00000 000	SALE OF MATERIALS AND	3,000.00	3,000.00	596.00	2,404.00	
141 R 44170 000 000 00000 000	MISCELLANEOUS REFUNDS	65,000.00	65,000.00	27,503.87	37,496.13	1,233.63
141 R 44170 000 000 00003 000	MISCELLANEOUS REFUNDS			218.09	-218.09	218.09
141 R 44170 000 000 30008 000	MISC REFUNDS-STELLER			3,710.50	-3,710.50	170.80
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	30.00	970.00	
141 R 46511 000 000 00000 000	BASIC EDUCATION PROGR 2	30,696,000.00	30,696,000.00	12,294,400.00	18,401,600.00	3,073,600.00
141 R 46515 000 000 00000 000	EARLY CHILDHOOD EDUCA	193,519.00	193,519.00	50,510.77	143,008.23	16,880.35
141 R 46550 000 000 00000 000	DRIVER EDUCATION	15,662.00	15,662.00		15,662.00	
141 R 46590 000 000 00000 000	OTHER STATE EDUCATION	90,000.00	357,114.72	21,539.58	335,575.14	
141 R 46610 000 000 00000 000	CAREER LADDER PROGRAM	72,050.00	72,050.00	42,147.62	29,902.38	42,147.62
141 R 46851 000 000 00000 000	STATE REVENUE SHARING	190,000.00	190,000.00	81,527.92	108,472.08	81,527.92
141 R 47147 000 000 00000 000	SAFE AND DRUG-FREE SC		133,048.96	57,008.66	76,040.30	57,008.66
141 R 47309 000 000 00000 000	COVID GRANT D			12,000.00	-12,000.00	
141 R 49700 000 000 00000 000	INSURANCE RECOVERY	2,000.00	2,000.00	38,499.60	-36,499.60	21,173.18
141 R -----		43,100,480.00	43,500,643.68	15,615,995.84	27,884,647.84	4,484,538.58
141 - -----		43,100,480.00	43,500,643.68	15,615,995.84	27,884,647.84	4,484,538.58
Grand Revenue Totals		43,100,480.00	43,500,643.68	15,615,995.84	27,884,647.84	4,484,538.58

Number of Accounts: 29

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

Fnd T Acct	Obj Prj Loc	Prg Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23	
			Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward	
71100			REGULAR INSTRUCTION PROGRAM							
71100 116			15,063,089.00	15,150,211.64	4,937,881.59		10,212,330.05	1,236,182.95		
71100 117			42,900.00	42,900.00	19,957.50		22,942.50	19,452.50		
71100 128			10,000.00	10,000.00	1,032.50		8,967.50			
71100 163			735,038.00	759,371.23	267,345.54		492,025.69	66,364.85		
71100 186			186,003.00	186,003.00	190,525.00		-4,522.00			
71100 189			93,840.00	101,421.31	40,528.50		60,892.81	3,861.00		
71100 195			30,000.00	30,000.00	7,376.97		22,623.03	664.47		
71100 198			180,000.00	180,000.00	62,297.00		117,703.00	19,039.50		
71100 201			1,013,134.00	1,042,177.42	310,128.98		732,048.44	74,832.10		
71100 204			1,386,989.00	1,401,689.90	440,978.74		960,711.16	108,345.36		
71100 207			3,441,744.00	3,266,744.00	1,267,913.28		1,998,830.72	330,123.31		
71100 208			11,228.00	11,228.00	4,186.08		7,041.92	1,062.48		
71100 210			9,426.00	9,426.00	959.69		8,466.31	104.16		
71100 212			236,943.00	243,735.41	74,558.43		169,176.98	18,076.28		
71100 217			76,500.00	76,500.00	19,636.95		56,863.05	4,543.90		
71100 336			177,122.00	177,122.00	87,673.85		89,448.15	3,144.11	55,652.15	
71100 355			2,000.00	2,000.00	1,084.27		915.73	295.29		
71100 356			6,000.00	6,000.00			6,000.00			
71100 399			33,500.00	33,500.00	192,099.24	96,600.00	-255,199.24	30,174.21	399.98	
71100 429			320,200.00	320,200.00	221,700.40	22,256.57	76,243.03	7,613.00	36,308.80	
71100 449			300,000.00	300,000.00	56,201.68		243,798.32	3,778.92	611.00	
71100 499					299.84		-299.84		2,000.00	
71100 599									400.00	
71100 722					33,559.32	52,863.16	-86,422.48		4,146.54	
71100 790			118,000.00	118,000.00	2,862.45		115,137.55			
71100 ---			23,473,656.00	23,468,229.91	8,240,787.80	171,719.73	15,055,722.38	1,927,658.39	99,518.47	

Fnd T Acct	Obj Prj Loc	Prg Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23	
			Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward	
71150			ALTERNATIVE INSTRUCTION PROGRA							
71150 116			TEACHERS	116,575.00	119,982.50	20,704.36		99,278.14	5,176.09	
71150 186			LONGEVITY PAY	1,350.00	1,350.00	650.00		700.00		
71150 198			NON-CERTIFIED S	1,000.00	1,000.00	422.50		577.50	97.50	
71150 201			SOCIAL SECURITY	7,373.00	7,584.27	1,214.95		6,369.32	292.33	
71150 204			STATE RETIREMEN	10,248.00	10,544.11	1,855.69		8,688.42	449.80	
71150 207			MEDICAL INSURAN	34,012.00	34,012.00	6,372.41		27,639.59	1,642.40	
71150 208			DENTAL INSURANC	92.00	92.00	18.24		73.76	4.56	
71150 210			UNEMPLOYMENT CO	63.00	63.00	1.23		61.77	0.30	
71150 212			EMPLOYER MEDICA	1,724.00	1,773.41	284.14		1,489.27	68.37	
71150 399			OTHER CONTRACTE	3,000.00	3,000.00	449.13		2,550.87		
71150 429			INSTRUCTIONAL S	800.00	800.00	400.00		400.00		
71150 722			REGULAR INSTRUC	3,000.00	3,000.00			3,000.00		
71150 ---			ALTERNATIVE INS	179,237.00	183,201.29	32,372.65		150,828.64	7,731.35	

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
71200							SPECIAL EDUCATION PROGRAM						
	71200	116				TEACHERS	1,397,346.00	1,418,674.50	445,706.75		972,967.75	105,098.99	
	71200	117				CAREER LADDER P	5,500.00	5,500.00	2,750.00		2,750.00	2,750.00	
	71200	128				HOMEBOUND TEACH	6,000.00	6,000.00	405.00		5,595.00	405.00	
	71200	163				EDUCATIONAL ASS	430,752.00	443,377.92	135,231.00		308,146.92	35,645.74	
	71200	171				SPEECH PATHOLOG	237,871.00	218,324.50	64,875.64		153,448.86	16,218.91	
	71200	186				LONGEVITY PAY	24,650.00	24,650.00	29,850.00		-5,200.00		
	71200	195				CERTIFIED SUBST	3,500.00	3,500.00	787.50		2,712.50	225.00	
	71200	198				NON-CERTIFIED S	24,000.00	24,000.00	5,410.00		18,590.00	1,527.50	
	71200	201				SOCIAL SECURITY	132,036.00	136,029.30	37,185.25		98,844.05	8,738.36	
	71200	204				STATE RETIREMEN	177,548.00	183,041.08	54,837.61		128,203.47	13,011.08	
	71200	207				MEDICAL INSURAN	730,099.00	730,099.00	252,509.89		477,589.11	65,623.44	
	71200	208				DENTAL INSURANC	2,650.00	2,650.00	802.56		1,847.44	200.64	
	71200	210				UNEMPLOYMENT CO	1,532.00	1,532.00	111.57		1,420.43	20.04	
	71200	212				EMPLOYER MEDICA	30,879.00	31,812.92	8,840.06		22,972.86	2,062.35	
	71200	217				RETIREMENT-HYBR	9,027.00	9,027.00	1,957.92		7,069.08	492.65	
	71200	429				INSTRUCTIONAL S	7,000.00	7,000.00	6,400.00		600.00		
	71200	725				SPECIAL EDUCATI	1,000.00	1,000.00			1,000.00		
	71200	---				SPECIAL EDUCATI	3,221,390.00	3,246,218.22	1,047,660.75		2,198,557.47	252,019.70	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
71300										
			TEACHERS	1,048,662.00	1,070,501.29	366,243.11		704,258.18	90,440.90	
			CAREER LADDER P	3,000.00	3,000.00	1,500.00		1,500.00	1,500.00	
			LONGEVITY PAY	11,750.00	11,750.00	11,200.00		550.00		
			CERTIFIED SUBST	1,000.00	1,000.00			1,000.00		
			NON-CERTIFIED S	8,000.00	8,000.00	2,395.00		5,605.00	557.50	
			SOCIAL SECURITY	66,490.00	67,844.04	21,797.80		46,046.24	5,258.78	
			STATE RETIREMEN	92,411.00	94,331.86	32,048.82		62,283.04	7,776.99	
			MEDICAL INSURAN	231,146.00	231,146.00	94,082.14		137,063.86	24,467.74	
			DENTAL INSURANC	780.00	780.00	310.08		469.92	77.52	
			UNEMPLOYMENT CO	468.00	468.00	47.62		420.38	1.21	
			EMPLOYER MEDICA	15,550.00	15,866.67	5,097.91		10,768.76	1,229.91	
			RETIREMENT-HYBR	5,508.00	5,508.00	1,191.19		4,316.81	293.07	
			MAINTENANCE AND	2,500.00	2,500.00	387.19		2,112.81		
			INSTRUCTIONAL S	22,800.00	22,800.00	13,779.21	5,779.46	3,241.33	565.12	1,776.47
			TEXTBOOKS	2,000.00	2,000.00			2,000.00		
			OTHER CHARGES	500.00	500.00			500.00		
			REGULAR INSTRUC	30,000.00	30,000.00			30,000.00		
			VOCATIONAL INST			5,875.45	59.04	-5,934.49	923.88	
71300	---		VOCATIONAL EDUC	1,542,565.00	1,567,995.86	555,955.52	5,838.50	1,006,201.84	133,092.62	1,776.47

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72110										
	72110 105		SUPERVISOR/DIRE	40,463.00	41,660.30	16,106.00		25,554.30	3,371.00	
	72110 117		CAREER LADDER P	600.00	600.00	300.00		300.00	300.00	
	72110 130		SOCIAL WORKERS	77,414.00	79,736.72	28,188.80		51,547.92	7,047.20	
	72110 162		CLERICAL PERSON	40,745.00	42,026.06	13,581.68		28,444.38	3,395.42	
	72110 186		LONGEVITY PAY	4,950.00	4,950.00	3,700.00		1,250.00		
	72110 201		SOCIAL SECURITY	10,179.00	10,476.67	2,809.14		7,667.53	603.13	
	72110 204		STATE RETIREMEN	9,233.00	9,503.28	3,239.61		6,263.67	783.20	
	72110 207		MEDICAL INSURAN	23,263.00	23,263.00	9,044.68		14,218.32	2,351.56	
	72110 208		DENTAL INSURANC	137.00	137.00	54.72		82.28	13.68	
	72110 210		UNEMPLOYMENT CO	126.00	126.00			126.00		
	72110 212		EMPLOYER MEDICA	2,380.00	2,380.00	856.86		1,523.14	194.28	
	72110 355		TRAVEL	2,500.00	2,500.00	394.88		2,105.12	114.55	
	72110 399		OTHER CONTRACTE			16,079.50		-16,079.50		
	72110 499		OTHER SUPPLIES	3,000.00	3,000.00	105.70		2,894.30		
	72110 524		STAFF DEVELOPME	4,000.00	4,000.00	910.89		3,089.11		
	72110 704		ATTENDANCE EQUI	4,000.00	4,000.00	946.43		3,053.57		946.43
	72110 ---		ATTENDANCE	222,990.00	228,359.03	96,318.89		132,040.14	18,174.02	946.43

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23	
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward	
72120											
	72120	105		SUPERVISOR/DIRE	103,092.00	106,185.03	34,364.08		71,820.95	8,591.02	
	72120	117		CAREER LADDER P	550.00	550.00	275.00		275.00	275.00	
	72120	131		MEDICAL PERSONN	270,086.00	253,219.35	90,041.83		163,177.52	21,977.81	
	72120	186		LONGEVITY PAY	3,050.00	3,050.00	3,050.00				
	72120	201		SOCIAL SECURITY	20,164.00	20,860.04	6,437.41		14,422.63	1,501.85	
	72120	204		STATE RETIREMEN	20,485.00	21,396.60	8,924.37		12,472.23	2,102.84	
	72120	207		MEDICAL INSURAN	86,354.00	86,354.00	34,161.77		52,192.23	9,167.18	
	72120	208		DENTAL INSURANC	274.00	274.00	127.68		146.32	31.92	
	72120	210		UNEMPLOYMENT CO	294.00	294.00	18.52		275.48	7.41	
	72120	212		EMPLOYER MEDICA	5,463.00	5,625.78	1,693.89		3,931.89	402.33	
	72120	217		RETIREMENT-HYBR	3,277.00	3,277.00	1,037.64		2,239.36	228.54	
	72120	355		TRAVEL	1,000.00	1,000.00	266.24		733.76	53.30	
	72120	399		OTHER CONTRACTE	40,000.00	40,000.00	40,000.00				
	72120	499		OTHER SUPPLIES	15,000.00	15,000.00	15,759.84	1,131.46	-1,891.30	2,381.99	813.00
	72120	524		STAFF DEVELOPME	2,000.00	2,000.00			2,000.00		
	72120	599		OTHER CHARGES	5,000.00	5,000.00			5,000.00		
	72120	735		HEALTH EQUIPMEN	2,000.00	2,000.00			2,000.00		
	72120	---		HEALTH SERVICES	578,089.00	566,085.80	236,158.27	1,131.46	328,796.07	46,721.19	813.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				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	1,000.00	
72130	123		GUIDANCE PERSON	691,065.00	711,186.26	234,296.04		476,890.22	58,574.01	
72130	186		LONGEVITY PAY	8,450.00	8,450.00	8,350.00		100.00		
72130	189		OTHER SALARIES	2,000.00	2,000.00	435.00		1,565.00	107.50	
72130	201		SOCIAL SECURITY	43,618.00	44,865.52	13,784.48		31,081.04	3,349.01	
72130	204		STATE RETIREMEN	61,112.00	62,879.56	20,775.00		42,104.56	5,074.44	
72130	207		MEDICAL INSURAN	180,753.00	180,753.00	70,327.52		110,425.48	18,324.41	
72130	208		DENTAL INSURANC	370.00	370.00	145.92		224.08	36.48	
72130	210		UNEMPLOYMENT CO	300.00	300.00	1.32		298.68	0.33	
72130	212		EMPLOYER MEDICA	10,201.00	10,492.76	3,223.86		7,268.90	783.26	
72130	217		RETIREMENT-HYBR	2,693.00	2,693.00	615.61		2,077.39	141.33	
72130	309		CONTRACTS WITH	48,000.00	104,205.00			104,205.00		
72130	322		EVALUATION AND	40,000.00	40,000.00			40,000.00		
72130	399		OTHER CONTRACTE	16,000.00	16,000.00	16,891.57		-891.57		
72130	499		OTHER SUPPLIES	4,125.00	14,125.00	983.78	242.25	12,898.97	39.99	
72130	524		STAFF DEVELOPME	2,000.00	2,000.00			2,000.00		
72130	599		OTHER CHARGES	10,000.00	10,000.00	3,623.52		6,376.48		
72130	790		OTHER EQUIPMENT		46,843.96	5,469.46	50,381.73	-9,007.23	3,970.66	
72130	---		OTHER STUDENT S	1,122,687.00	1,259,164.06	379,923.08	50,623.98	828,617.00	91,401.42	

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72210													
	72210	105				SUPERVISOR/DIRE	313,760.00	324,934.80	133,888.15		191,046.65	31,705.10	
	72210	117				CAREER LADDER P	5,000.00	5,000.00	2,500.00		2,500.00	2,500.00	
	72210	129				LIBRARIANS	559,013.00	567,396.73	173,272.20		394,124.53	43,318.05	
	72210	161				SECRETARY(S)	25,040.00	25,826.82	8,341.72		17,485.10	2,085.43	
	72210	186				LONGEVITY PAY	17,200.00	17,200.00	16,575.00		625.00		
	72210	189				OTHER SALARIES	5,000.00	5,000.00	1,582.50		3,417.50	227.50	
	72210	201				SOCIAL SECURITY	57,351.00	58,612.41	18,967.67		39,644.74	4,471.66	
	72210	204				STATE RETIREMEN	80,026.00	81,789.47	28,864.33		52,925.14	6,859.51	
	72210	207				MEDICAL INSURAN	212,058.00	212,058.00	82,856.24		129,201.76	21,003.66	
	72210	208				DENTAL INSURANC	640.00	640.00	241.68		398.32	63.84	
	72210	210				UNEMPLOYMENT CO	378.00	378.00	24.99		353.01	2.82	
	72210	212				EMPLOYER MEDICA	13,413.00	13,777.62	4,441.00		9,336.62	1,045.79	
	72210	217				RETIREMENT-HYBR	887.00	887.00	195.35		691.65	46.44	
	72210	355				TRAVEL	3,000.00	3,000.00	3,943.66		-943.66	529.39	
	72210	399				OTHER CONTRACTE	10,200.00	10,200.00			10,200.00		
	72210	432				LIBRARY BOOKS/M	23,650.00	23,650.00	7,246.23	9,725.37	6,678.40	3,572.66	
	72210	499				OTHER SUPPLIES	8,750.00	8,750.00	2,636.13	692.69	5,421.18	203.23	
	72210	524				STAFF DEVELOPME	29,500.00	29,500.00	18,552.27	55.02	10,892.71	4,401.32	7,100.00
	72210	790				OTHER EQUIPMENT	2,000.00	2,000.00			2,000.00		
	72210	---				REGULAR INSTRUC	1,366,866.00	1,390,600.85	504,129.12	10,473.08	875,998.65	122,036.40	7,100.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72220										
72220	117			CAREER LADDER P	500.00	500.00	250.00	250.00	250.00	
72220	124			PHSYCOLOGICAL P	43,061.00	44,860.00	19,988.68	24,871.32	4,997.17	
72220	186			LONGEVITY PAY	250.00	250.00	1,750.00	-1,500.00		
72220	189			OTHER SALARIES	16,127.00	16,595.18	6,242.40	10,352.78	1,560.60	
72220	201			SOCIAL SECURITY	2,670.00	2,810.57	108.50	2,702.07		
72220	204			STATE RETIREMEN	3,742.00	3,898.33	1,868.25	2,030.08	434.25	
72220	207			MEDICAL INSURAN	16,440.00	16,440.00		16,440.00		
72220	208			DENTAL INSURANC	46.00	46.00		46.00		
72220	210			UNEMPLOYMENT CO	42.00	42.00	21.00	21.00		
72220	212			EMPLOYER MEDICA	624.00	656.88	409.37	247.51	98.72	
72220	217			RETIREMENT-HYBR	774.00	774.00		774.00		
72220	310			CONTRACTS WITH	80,000.00	80,000.00	42,901.17	37,098.83	21,799.48	
72220	355			TRAVEL	500.00	500.00		500.00		
72220	524			STAFF DEVELOPME	1,000.00	1,000.00		1,000.00		
72220	---			SPECIAL EDUCATI	165,776.00	168,372.96	73,539.37	94,833.59	29,140.22	

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November	2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward	
72230														
	72230	105				SUPERVISOR/DIRE	85,030.00	87,479.47	37,201.70		50,277.77	7,440.34		
	72230	161				SECRETARY(S)	26,458.00	27,274.48	8,820.00		18,454.48	2,205.00		
	72230	186				LONGEVITY PAY	950.00	950.00	950.00					
	72230	201				SOCIAL SECURITY	6,971.00	7,173.49	2,766.55		4,406.94	561.43		
	72230	204				STATE RETIREMEN	9,456.00	9,730.10	3,976.93		5,753.17	811.95		
	72230	207				MEDICAL INSURAN	24,333.00	24,333.00	9,449.06		14,883.94	2,448.17		
	72230	208				DENTAL INSURANC	92.00	92.00	36.48		55.52	9.12		
	72230	210				UNEMPLOYMENT CO	42.00	42.00			42.00			
	72230	212				EMPLOYER MEDICA	1,630.00	1,677.36	647.01		1,030.35	131.30		
	72230	307				COMMUNICATION	3,200.00	3,200.00	236.40		2,963.60	50.50		
	72230	355				TRAVEL	500.00	500.00	74.35		425.65			
	72230	399				OTHER CONTRACTE	4,000.00	4,000.00	1,224.69		2,775.31			
	72230	599				OTHER CHARGES	500.00	500.00			500.00			
	72230	---				VOCATIONAL EDUC	163,162.00	166,951.90	65,383.17		101,568.73	13,657.81		

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72250						TECHNOLOGY							
	72250	105				SUPERVISOR/DIRE	79,814.00	82,208.60	33,255.45		48,953.15	6,651.09	
	72250	121				DATA PROCESSING	200,274.00	206,474.08	83,442.15		123,031.93	16,688.43	
	72250	186				LONGEVITY PAY	1,450.00	1,450.00	1,200.00		250.00		
	72250	201				SOCIAL SECURITY	17,455.00	17,987.87	7,001.83		10,986.04	1,365.84	
	72250	204				STATE RETIREMEN	22,065.00	22,745.52	8,965.40		13,780.12	1,775.08	
	72250	207				MEDICAL INSURAN	51,719.00	51,719.00	17,526.63		34,192.37	4,591.56	
	72250	208				DENTAL INSURANC	228.00	228.00	72.96		155.04	18.24	
	72250	210				UNEMPLOYMENT CO	147.00	147.00	13.95		133.05		
	72250	212				EMPLOYER MEDICA	4,082.00	4,206.62	1,637.54		2,569.08	319.42	
	72250	217				RETIREMENT-HYBR	1,588.00	1,588.00	375.80		1,212.20	75.16	
	72250	307				COMMUNICATION	20.00	20.00	0.35		19.65		
	72250	336				MAINTENANCE AND	62,723.00	62,723.00	27,689.03	20,200.18	14,833.79	5,768.35	380.98
	72250	350				INTERNET CONNEC	126,000.00	126,000.00	122,683.20		3,316.80		
	72250	399				OTHER CONTRACTE	7,610.00	7,610.00	7,048.00		562.00		
	72250	471				SOFTWARE	23,196.00	23,196.00	10,026.00	11,331.32	1,838.68	1,156.00	
	72250	524				STAFF DEVELOPME	2,000.00	2,000.00	560.00		1,440.00		560.00
	72250	---				TECHNOLOGY	600,371.00	610,303.69	321,498.29	31,531.50	257,273.90	38,409.17	940.98

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72310										
72310	191		BOARD AND COMMI	12,000.00	35,923.00	14,567.90		21,355.10	2,993.58	
72310	201		SOCIAL SECURITY	744.00	2,227.00	800.00		1,427.00	164.96	
72310	212		EMPLOYER MEDICA	174.00	521.00	211.10		309.90	43.38	
72310	320		DUES AND MEMBER	6,763.00	6,763.00			6,763.00		
72310	331		LEGAL SERVICES	15,000.00	15,000.00	2,906.50		12,093.50	1,197.50	
72310	355		TRAVEL	500.00	500.00			500.00		
72310	399		OTHER CONTRACTE	16,250.00	16,250.00	5,500.00		10,750.00	500.00	
72310	499		OTHER SUPPLIES	1,000.00	1,000.00			1,000.00		
72310	506		LIABILITY INSUR	106,499.00	106,499.00	105,840.00		659.00		
72310	510		TRUSTEE'S COMMI	330,000.00	330,000.00	66,520.49		263,479.51	25,302.48	
72310	513		WORKMAN'S COMPE	164,973.00	164,973.00	159,723.00		5,250.00		
72310	524		STAFF DEVELOPME	4,000.00	4,000.00	300.00		3,700.00		
72310	533		CRIMINAL INVEST	8,000.00	8,000.00	4,532.85	271.40	3,195.75	1,155.65	
72310	599		OTHER CHARGES	8,000.00	8,000.00	2,859.37	110.00	5,030.63	15.98	
72310	---		BOARD OF EDUCAT	673,903.00	699,656.00	363,761.21	381.40	335,513.39	31,373.53	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72320										
	72320 101		COUNTY OFFICIAL	136,535.00	140,631.02	56,889.20		83,741.82	11,377.84	
	72320 117		CAREER LADDER P	1,000.00	1,000.00			1,000.00		
	72320 161		SECRETARY(S)	45,390.00	46,795.27	21,964.94		24,830.33	7,319.10	
	72320 186		LONGEVITY PAY	1,550.00	1,550.00	1,550.00				
	72320 201		SOCIAL SECURITY	11,437.00	11,778.08	4,777.77		7,000.31	1,080.10	
	72320 204		STATE RETIREMEN	15,472.00	15,933.34	6,714.41		9,218.93	1,537.66	
	72320 207		MEDICAL INSURAN	20,741.00	20,741.00	14,088.05		6,652.95	5,010.32	
	72320 208		DENTAL INSURANC	370.00	370.00	153.54		216.46	42.66	
	72320 210		UNEMPLOYMENT CO	63.00	63.00			63.00		
	72320 212		EMPLOYER MEDICA	2,675.00	2,754.77	1,117.40		1,637.37	252.61	
	72320 307		COMMUNICATION	600.00	600.00	200.00		400.00		
	72320 320		DUES AND MEMBER	4,040.00	4,040.00	6,790.00		-2,750.00		
	72320 355		TRAVEL	1,000.00	1,000.00			1,000.00		
	72320 435		OFFICE SUPPLIES	500.00	500.00			500.00		
	72320 524		STAFF DEVELOPME	4,000.00	4,000.00	288.00		3,712.00		
	72320 599		OTHER CHARGES	1,500.00	1,500.00	1,891.24	593.11	-984.35		
	72320 701		ADMINISTRATION	1,000.00	1,000.00			1,000.00		
	72320 ---		DIRECTOR OF SCH	247,873.00	254,256.48	116,424.55	593.11	137,238.82	26,620.29	

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72410													
	72410	104				PRINCIPALS	859,209.00	881,957.70	308,373.40		573,584.30	69,723.37	
	72410	117				CAREER LADDER P	11,000.00	11,000.00	5,500.00		5,500.00	5,500.00	
	72410	139				ASSISTANT PRINC	891,252.00	918,068.90	305,158.52		612,910.38	74,985.51	
	72410	162				CLERICAL PERSON	423,360.00	436,533.24	144,204.94		292,328.30	33,374.94	
	72410	186				LONGEVITY PAY	30,750.00	30,750.00	31,750.00		-1,000.00		
	72410	201				SOCIAL SECURITY	137,365.00	141,254.81	46,250.45		95,004.36	10,592.87	
	72410	204				STATE RETIREMEN	187,495.00	192,791.71	66,816.00		125,975.71	15,556.35	
	72410	207				MEDICAL INSURAN	379,773.00	379,773.00	156,665.81		223,107.19	40,497.33	
	72410	208				DENTAL INSURANC	1,190.00	1,190.00	492.48		697.52	123.12	
	72410	210				UNEMPLOYMENT CO	840.00	840.00	28.66		811.34		
	72410	212				EMPLOYER MEDICA	32,126.00	33,035.72	10,816.64		22,219.08	2,477.36	
	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	11,000.00	11,000.00	5,400.00		5,600.00		
	72410	435				OFFICE SUPPLIES	6,875.00	6,875.00	3,802.73	34.19	3,038.08		
	72410	599				OTHER CHARGES	150,000.00	150,000.00	59,471.09	748.41	89,780.50	8,271.11	1,855.02
	72410	701				ADMINISTRATION	13,970.00	13,970.00	3,572.75	864.59	9,532.66	387.29	
	72410	---				OFFICE OF THE P	3,139,505.00	3,212,340.08	1,148,303.47	1,647.19	2,062,389.42	261,489.25	1,855.02

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72510										
	72510 105		SUPERVISOR/DIRE	79,814.00	82,208.60	33,255.45		48,953.15	6,651.09	
	72510 119		ACCOUNTANTS/BOO	189,930.00	195,780.82	81,114.12		114,666.70	20,367.64	
	72510 186		LONGEVITY PAY	2,550.00	2,550.00	2,500.00		50.00		
	72510 201		SOCIAL SECURITY	16,882.00	17,393.22	6,692.92		10,700.30	1,541.55	
	72510 204		STATE RETIREMEN	20,422.00	21,040.41	8,765.20		12,275.21	2,026.40	
	72510 207		MEDICAL INSURAN	84,371.00	84,371.00	31,725.57		52,645.43	7,451.07	
	72510 208		DENTAL INSURANC	183.00	183.00	72.96		110.04	18.24	
	72510 210		UNEMPLOYMENT CO	147.00	147.00	9.35		137.65	9.35	
	72510 212		EMPLOYER MEDICA	3,948.00	4,067.56	1,565.31		2,502.25	360.53	
	72510 317		DATA PROCESSING	57,504.00	57,504.00	57,597.38		-93.38		
	72510 355		TRAVEL	500.00	500.00	168.83		331.17	128.82	
	72510 399		OTHER CONTRACTE	1,000.00	1,000.00	375.00		625.00	75.00	
	72510 411		DATA PROCESSING	3,900.00	3,900.00			3,900.00		
	72510 435		OFFICE SUPPLIES	5,000.00	5,000.00	-7,230.95	2,599.20	9,631.75	-605.20	
	72510 524		STAFF DEVELOPME	4,000.00	4,000.00	945.00		3,055.00	700.00	
	72510 701		ADMINISTRATION	5,000.00	5,000.00	993.63		4,006.37		993.63
	72510 ---		FISCAL SERVICES	475,151.00	484,645.61	218,549.77	2,599.20	263,496.64	38,724.49	993.63

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November	2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward	
72520														
	72520	105				SUPERVISOR/DIRE	79,814.00	82,208.60	33,255.45		48,953.15		6,651.09	
	72520	162				CLERICAL PERSON	46,839.00	48,289.17	19,516.70		28,772.47		3,903.34	
	72520	186				LONGEVITY PAY	1,200.00	1,200.00	1,200.00					
	72520	201				SOCIAL SECURITY	7,927.00	8,165.38	3,148.14		5,017.24		600.24	
	72520	204				STATE RETIREMEN	9,589.00	9,874.00	4,047.90		5,826.10		791.58	
	72520	207				MEDICAL INSURAN	27,736.00	27,736.00	10,904.20		16,831.80		2,926.24	
	72520	208				DENTAL INSURANC	92.00	92.00	36.48		55.52		9.12	
	72520	210				UNEMPLOYMENT CO	63.00	63.00			63.00			
	72520	212				EMPLOYER MEDICA	1,854.00	1,909.75	736.27		1,173.48		140.38	
	72520	355				TRAVEL	750.00	750.00	229.34		520.66		134.46	
	72520	435				OFFICE SUPPLIES	2,000.00	2,000.00	1,619.32		380.68		48.60	1,447.00
	72520	499				OTHER SUPPLIES	2,000.00	2,000.00			2,000.00			
	72520	524				STAFF DEVELOPME	1,500.00	1,500.00	250.00		1,250.00			
	72520	599				OTHER CHARGES	9,800.00	9,800.00	3,115.00	825.00	5,860.00		90.90	
	72520	701				ADMINISTRATION	2,000.00	2,000.00			2,000.00			
	72520	---				HUMAN SERVICES/	193,164.00	197,587.90	78,058.80	825.00	118,704.10		15,295.95	1,447.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72610										
72610 166			CUSTODIAL PERSO	979,190.00	1,006,103.42	371,140.50		634,962.92	73,048.45	
72610 186			LONGEVITY PAY	16,775.00	16,775.00	15,175.00		1,600.00		
72610 189			OTHER SALARIES	51,510.00	53,055.30	21,462.50		31,592.80	4,292.50	
72610 201			SOCIAL SECURITY	64,943.00	66,707.44	22,785.20		43,922.24	4,147.65	
72610 204			STATE RETIREMEN	78,561.00	80,695.41	27,587.68		53,107.73	5,160.55	
72610 207			MEDICAL INSURAN	318,127.00	318,127.00	111,261.20		206,865.80	30,483.57	
72610 208			DENTAL INSURANC	1,090.00	1,090.00	351.12		738.88	86.64	
72610 210			UNEMPLOYMENT CO	1,260.00	1,260.00	61.94		1,198.06	10.33	
72610 212			EMPLOYER MEDICA	15,188.00	15,600.65	5,472.58		10,128.07	1,000.49	
72610 359			DISPOSAL FEES	103,368.00	103,368.00	59,191.14		44,176.86	9,679.70	
72610 399			OTHER CONTRACTE	13,600.00	13,600.00	4,954.96		8,645.04		1,500.00
72610 410			CUSTODIAL SUPPL	170,000.00	170,000.00	100,658.70	52,392.95	16,948.35	27,011.50	9,797.56
72610 415			ELECTRICITY	1,185,000.00	1,185,000.00	584,765.15		600,234.85	85,913.95	
72610 434			NATURAL GAS	115,000.00	115,000.00	27,172.89		87,827.11	7,433.15	
72610 454			WATER AND SEWER	180,500.00	180,500.00	100,719.73		79,780.27	25,645.05	
72610 499			OTHER SUPPLIES	2,000.00	2,000.00			2,000.00		
72610 501			BOILER INSURANC	6,530.00	6,530.00	6,354.00		176.00		
72610 502			BUILDING AND CO	249,525.00	249,525.00	246,970.00		2,555.00		
72610 524			STAFF DEVELOPME	1,000.00	1,000.00			1,000.00		
72610 720			PLANT OPERATION	5,000.00	5,000.00	3,138.86	1,145.65	715.49	107.09	963.79
72610 ---			OPERATION OF PL	3,558,167.00	3,590,937.22	1,709,223.15	53,538.60	1,828,175.47	274,020.62	12,261.35

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72620										
72620	105		SUPERVISOR/DIRE	79,814.00	82,208.60	33,255.45		48,953.15	6,651.09	
72620	162		CLERICAL PERSON	33,000.00	34,009.80	14,025.00		19,984.80	2,805.00	
72620	167		MAINTENANCE PER	456,856.00	470,788.34	174,443.47		296,344.87	35,865.29	
72620	186		LONGEVITY PAY	6,350.00	6,350.00	6,050.00		300.00		
72620	189		OTHER SALARIES	26,250.00	26,250.00			26,250.00		
72620	201		SOCIAL SECURITY	37,341.00	38,415.88	13,385.09		25,030.79	2,611.56	
72620	204		STATE RETIREMEN	45,170.00	46,470.27	16,321.93		30,148.34	3,254.75	
72620	207		MEDICAL INSURAN	120,365.00	120,365.00	44,224.41		76,140.59	11,700.00	
72620	208		DENTAL INSURANC	275.00	275.00	132.24		142.76	36.48	
72620	210		UNEMPLOYMENT CO	315.00	315.00	42.00		273.00		
72620	212		EMPLOYER MEDICA	8,733.00	8,984.38	3,130.35		5,854.03	610.76	
72620	217		RETIREMENT-HYBR	82.00	82.00			82.00		
72620	307		COMMUNICATION	3,500.00	3,500.00	2,064.41		1,435.59	350.05	
72620	320		DUES AND MEMBER	300.00	300.00	400.00		-100.00		
72620	335		MAINTENANCE AND	310,000.00	310,000.00	294,144.65	252,230.56	-236,375.21	17,567.75	57,298.20
72620	336		MAINTENANCE AND	240,000.00	240,000.00	31,737.30	37,981.68	170,281.02	4,952.65	47,164.67
72620	355		TRAVEL	500.00	500.00			500.00		
72620	399		OTHER CONTRACTE	239,025.00	239,025.00	142,626.27	17,424.44	78,974.29	31,626.52	1,140.52
72620	418		EQUIPMENT AND M			190.00		-190.00		
72620	499		OTHER SUPPLIES	1,000.00	1,000.00	3,213.47	2,348.97	-4,562.44	29.04	
72620	524		STAFF DEVELOPME	1,000.00	1,000.00			1,000.00		
72620	599		OTHER CHARGES	4,000.00	4,000.00	4,541.82		-541.82		
72620	701		ADMINISTRATION		20,000.00	7,433.81	8,874.48	3,691.71		12,307.28
72620	717		MAINTENANCE EQU	5,000.00	5,000.00	1,745.59		3,254.41		1,145.65
72620	---		MAINTENANCE OF	1,618,876.00	1,658,839.27	793,107.26	318,860.13	546,871.88	118,060.94	119,056.32

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72710										
	72710 105		SUPERVISOR/DIRE	79,814.00	82,208.60	33,255.45		48,953.15	6,651.09	
	72710 142		MECHANIC(S)	114,645.00	117,353.78	48,383.77		68,970.01	10,418.64	
	72710 146		BUS DRIVERS	646,432.00	758,137.93	215,175.36		542,962.57	54,934.83	
	72710 162		CLERICAL PERSON	33,600.00	34,609.80	14,025.00		20,584.80	2,805.00	
	72710 186		LONGEVITY PAY	17,900.00	17,900.00	19,350.00		-1,450.00		
	72710 189		OTHER SALARIES	47,447.00	50,980.23	17,596.45		33,383.78	5,093.87	
	72710 201		SOCIAL SECURITY	58,270.00	65,793.85	18,497.90		47,295.95	4,115.34	
	72710 204		STATE RETIREMEN	70,488.00	79,617.92	25,348.86		54,269.06	5,789.11	
	72710 207		MEDICAL INSURAN	423,928.00	423,928.00	158,675.79		265,252.21	41,931.57	
	72710 208		DENTAL INSURANC	1,505.00	1,505.00	515.28		989.72	127.68	
	72710 210		UNEMPLOYMENT CO	1,218.00	1,218.00	50.97		1,167.03	3.55	
	72710 212		EMPLOYER MEDICA	13,628.00	15,352.89	4,390.07		10,962.82	981.28	
	72710 217		RETIREMENT-HYBR			49.01		-49.01	11.99	
	72710 307		COMMUNICATION	2,000.00	2,000.00	810.27		1,189.73	152.40	
	72710 340		MEDICAL AND DEN	8,000.00	8,000.00	3,065.00	9,500.00	-4,565.00		2,500.00
	72710 355		TRAVEL	500.00	500.00			500.00		
	72710 399		OTHER CONTRACTE	29,000.00	29,000.00	27,628.26		1,371.74	321.15	7,176.90
	72710 412		DIESEL FUEL	250,000.00	250,000.00	124,531.61	46,752.67	78,715.72	47,413.27	
	72710 425		GASOLINE	65,000.00	65,000.00	34,169.62	35,008.48	-4,178.10	9,915.99	9,178.10
	72710 450		TIRES AND TUBES	30,000.00	30,000.00	45,474.79	4,104.25	-19,579.04	1,024.79	45,250.00
	72710 453		VEHICLE PARTS	70,000.00	70,000.00	26,572.75	33,361.71	10,065.54	1,140.35	15,375.17
	72710 511		VEHICLE AND EQU	62,332.00	62,332.00	61,743.00		589.00		
	72710 514		DEPRECIATION	1,000.00	1,000.00			1,000.00		
	72710 524		STAFF DEVELOPME			75.00		-75.00		
	72710 599		OTHER CHARGES	27,200.00	27,200.00	14,781.98	19,316.75	-6,898.73	1,779.14	6,411.00
	72710 ---		TRANSPORTATION	2,053,907.00	2,193,638.00	894,166.19	148,043.86	1,151,427.95	194,611.04	85,891.17

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72810										
72810	162		CLERICAL PERSON	24,480.00	25,237.90	10,200.00		15,037.90	2,040.00	
72810	186		LONGEVITY PAY	450.00	450.00	450.00				
72810	201		SOCIAL SECURITY	1,546.00	1,592.99	592.25		1,000.74	109.16	
72810	204		STATE RETIREMEN	1,870.00	1,926.84	798.75		1,128.09	153.00	
72810	206		LIFE INSURANCE	18,000.00	18,000.00	5,590.08		12,409.92	2,795.04	
72810	207		MEDICAL INSURAN	102,761.00	102,761.00	42,377.05		60,383.95	9,598.87	
72810	210		UNEMPLOYMENT CO	21.00	21.00			21.00		
72810	212		EMPLOYER MEDICA	361.00	371.99	138.50		233.49	25.53	
72810	299		OTHER FRINGE BE	68,000.00	68,000.00	15,893.70		52,106.30	5,297.90	
72810	307		COMMUNICATION	13,000.00	13,000.00	481.46		12,518.54		
72810	348		POSTAL CHARGES	10,000.00	10,000.00	428.94		9,571.06		
72810	435		OFFICE SUPPLIES	5,000.00	5,000.00	419.44		4,580.56		
72810	599		OTHER CHARGES	7,000.00	7,000.00	8,323.50		-1,323.50	1,599.21	
72810	---		CENTRAL AND OTH	252,489.00	253,361.72	85,693.67		167,668.05	21,618.71	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	November 2022-23 Monthly Activity	2022-23 Enc Carry Forward
73100										
	73100 105		SUPERVISOR/DIRE							
	73100 165		CAFETERIA PERSO							
	73100 201		SOCIAL SECURITY							
	73100 204		STATE RETIREMEN			-67.50		67.50		
	73100 210		UNEMPLOYMENT CO			1.94		-1.94		
	73100 212		EMPLOYER MEDICA							
	73100 422		FOOD SUPPLIES			482.39		-482.39		2,500.00
	73100 ---		FOOD SERVICE			416.83		-416.83		2,500.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
73300										
	73300 105		SUPERVISOR/DIRE		74,300.00	23,572.38		50,727.62	5,774.07	
	73300 116		TEACHERS		141,400.00	55,003.25		86,396.75	15,204.00	
	73300 163		EDUCATIONAL ASS		1,500.00	2,010.00		-510.00	540.00	
	73300 201		SOCIAL SECURITY		13,466.40	4,732.20		8,734.20	1,257.42	
	73300 204		STATE RETIREMEN		22,371.60	6,754.21		15,617.39	1,803.18	
	73300 210		UNEMPLOYMENT CO			2.84		-2.84		
	73300 212		EMPLOYER MEDICA		3,149.40	1,106.67		2,042.73	294.07	
	73300 217		RETIREMENT-HYBR			309.78		-309.78	83.11	
	73300 422		FOOD SUPPLIES				390.76	-390.76		40.76
	73300 429		INSTRUCTIONAL S		4,785.71	176.46	103.50	4,505.75	36.50	
	73300 499		OTHER SUPPLIES		1,500.00	239.59		1,260.41		
	73300 524		STAFF DEVELOPME				20.00	-20.00		
	73300 599		OTHER CHARGES		4,641.61			4,641.61		
	73300 ---		COMMUNITY SERVI		267,114.72	93,907.38	514.26	172,693.08	24,992.35	40.76

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
73400													
	73400	116				TEACHERS	119,189.00	122,601.00	39,729.52		82,871.48	9,932.38	
	73400	117				CAREER LADDER P	1,000.00	1,000.00	500.00		500.00	500.00	
	73400	163				EDUCATIONAL ASS	28,600.00	29,473.60	9,355.04		20,118.56	2,338.76	
	73400	186				LONGEVITY PAY	2,500.00	2,500.00	1,600.00		900.00		
	73400	195				CERTIFIED SUBST			112.50		-112.50	75.00	
	73400	198				NON-CERTIFIED S	1,500.00	1,500.00	697.50		802.50	270.00	
	73400	201				SOCIAL SECURITY	9,473.00	9,738.70	2,989.74		6,748.96	745.35	
	73400	204				STATE RETIREMEN	10,876.00	11,238.02	4,336.66		6,901.36	1,081.99	
	73400	207				MEDICAL INSURAN	41,448.00	41,448.00	9,779.73		31,668.27	2,584.62	
	73400	208				DENTAL INSURANC	137.00	137.00	54.72		82.28	13.68	
	73400	210				UNEMPLOYMENT CO	105.00	105.00	15.72		89.28	4.27	
	73400	212				EMPLOYER MEDICA	2,215.00	2,277.14	702.75		1,574.39	176.36	
	73400	429				INSTRUCTIONAL S	2,800.00	2,800.00		67.50	2,732.50		
	73400	524				STAFF DEVELOPME	1,500.00	1,500.00			1,500.00		
	73400	790				OTHER EQUIPMENT			424.30		-424.30		
	73400	---				EARLY CHILDHOOD	221,343.00	226,318.46	70,298.18	67.50	155,952.78	17,722.41	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	November 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
76100										
	76100 799		OTHER CAPITAL O	700,000.00	700,000.00	564,879.37	262,808.81	-127,688.18	39,082.78	540,336.02
	76100 ---		REGULAR CAPITAL	700,000.00	700,000.00	564,879.37	262,808.81	-127,688.18	39,082.78	540,336.02

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	November 2022-23 Monthly Activity	2022-23 Enc Carry Forward
99100										
99100	590		TRANSFERS TO OT	270,000.00	270,000.00			270,000.00		
99100	---		TRANSFERS OUT	270,000.00	270,000.00			270,000.00		

<u>Fnd T Acct</u>	<u>Obj Prj Loc</u>	<u>Prg</u>	<u>Obj</u>	<u>2022-23</u> <u>Original Budget</u>	<u>2022-23</u> <u>Revised Budget</u>	<u>2022-23</u> <u>FYTD Activity</u>	<u>Encumbered</u> <u>Amount</u>	<u>Unencumbered</u> <u>Balance - YTD Act</u>	<u>November 2022-23</u> <u>Monthly Activity</u>	<u>2022-23</u> <u>Enc Carry Forward</u>
Grand Expense Totals				46,041,167.00	46,864,179.03	17,690,516.74	1,061,197.31	28,112,464.98	3,743,654.65	875,476.62

Number of Accounts: 654

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

Marshall County Board of Education

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

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.
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Cross References:

Extracurricular Activities 4.300
Attendance 6.200



Linking Learning to Life

Travel Request

Organization FFA Destination Columbia Central High

Date of Trip 01/19/2023 Purpose of Trip FFA 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):

Austin Haffner _____

Anna Worley _____

Jacuy Metcalf _____

(Use back if more space is needed)

School System Participants (please print):

Virginia LaFlamme _____

(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: Virginia LaFlamme Date: 01/05/2023
Teacher/Sponsor

Approved by: Joy McManis Date: 01/09/2023
Principal

Approved by: Carol Lovell Date: 1-9-23
Director of Schools



Travel Request

Linking Learning to Life

Organization FFA Destination Eagleview School

Date of Trip 01/26/2023 Purpose of Trip FFA 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):

Austin Haffner _____

Anna Worley _____

Jacey Metcalf _____

(Use back if more space is needed)

School System Participants (please print):

Virginia LaFlamme _____

(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: Virginia LaFlamme Date: 01/05/2023
Teacher/Sponsor

Approved by: Jay McMerles Date: 01/09/2023
Principal

Approved by: Jacob Lovell Date: 1-9-23
Director of Schools

Travel Request

Organization 5th grade SMAK Destination Pigeon Forge

Date of Trip 5.5.23 Purpose of Trip end of year reward

Mode of Transportation: charter bus - Gray Line

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):

5th grade SMAK members

(Use back if more space is needed)

School System Participants (please print):

Tara Stacey Renne Graves

Carrie Thrasher

(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: Tara C Stacey Date: 1.5.23

Teacher/Sponsor

Approved by: Robert J Reasons Date: 1.5.23

Principal

Approved by: Paul Lovell Date: 1.5.23

Director of Schools

Travel Request

Organization Westhills Ete. Destination Cheekwood Botanical Garden
 Date of Trip 5/11/23 Purpose of Trip WES Art Club outing
 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):

WES Art Club members
(attached)

(Use back if more space is needed)

School System Participants (please print):

Kim Higgs Kate Oliver
Marie Kilpatrick Olivia Waddell

(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: Kim Higgs Date: 12/13/22
 Teacher/Sponsor

Approved by: Charlotte Eyr Date: 12/15/22
 Principal

Approved by: Carol Howell Date: 12-15-22
 Director of Schools

Marshall County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: <h2 style="margin: 0;">Community Use of School Facilities</h2>	Descriptor Code: 3.206	Issued Date: 01/14/19
		Rescinds: 3.206	Issued: 04/09/18

- 1 When not in use for school purposes, school buildings and grounds or portions thereof may be used for public,
 2 governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of
 3 the community, as approved by the director of schools.^{1,2,3}
- 4 1. Requests for the use of school facilities shall be made first at the office of the principal.
 - 5 a. If approved by the principal, a *Use of School Facility* form will be signed by the principal and given
 - 6 to the group requesting use of facilities.
 - 7 b. The group must secure liability insurance to cover the use of facilities at the minimum of \$1,000,000.
 - 8 c. Proof of insurance and the *Use of School Facility* form must be presented at the central office for
 - 9 final approval by the director of schools.
 - 10 2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the
 - 11 schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
 - 12 3. School facilities may not be used for private profit, except for after-school tutoring/lessons provided by
 - 13 a certified employee of the Marshall County School System to enhance the educational process. Any for-
 - 14 profit group who wishes to use school facilities for one-time performances or other programs must have
 - 15 special Board approval;²
 - 16 4. Unused facilities may be leased for private day-care centers which provide educational and child care
 - 17 services to the community;²
 - 18 5. All activities must be under competent adult supervision and approved by the building principal. In all
 - 19 cases, an assigned school employee will be present. The group using the facilities will be responsible for
 - 20 any damage to the building or equipment and payment of supervision and clean up at the rate of time and
 - 21 a half the hourly rate of the personnel used;
 - 22 6. Groups receiving permission for building use are restricted to the dates and hours approved and to the
 - 23 building area and facilities specified;
 - 24 7. Groups receiving permission for building use are responsible for the observance of all fire and safety
 - 25 regulations at all times;
 - 26 8. The use of alcoholic beverages, drugs, profane language, or gambling in any form is not permitted in
 - 27 school buildings. Smoking within the building is not permitted³;
 - 28 9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil
 - 29 Defense, and will make suitable facilities available without charge during community emergencies;
 - 30 10. When school kitchens are used, a member(s) of the cafeteria staff must be present to supervise the use of
 - 31 the equipment. Compensation must be paid to cafeteria member(s) at the rate of time and one-half of
 - 32 their hourly rate.
 - 33 11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own
 - 34 risk.

Legal References:

1. TCA 49-50-201
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 Room 16

Name/Type of event to be held Piano Lessons

Date of the event Monday-Friday Time Until 5:30

Organization/Person requesting use Angela Moffett

Name of insurance company N/A Amount of coverage N/A

Contact person for organization using building Angela Moffett
*Minimum coverage of \$1,000,000 required

Address 179 Southview Drive, Lewisburg Phone - Cell 931-797-2880

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 Angela Moffett Date 1-3-2023

Signature of principal [Signature] Date 1/3/23

Signature of Director of Schools for approval [Signature] Date 1-3-23

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 FHS
(SCHOOL)

Area/Room of the building requested Main Gym

Name/Type of event to be held Rocket "Minnie" Cheerleading Camp

Date of the event 1-7-2023 Time _____

Organization/Person requesting use FHS Cheer

Name of insurance company _____ Amount of coverage _____

*Minimum coverage of \$1,000,000 required

Contact person for organization using building Rhonda Armstrong

Address 1871 Gunner Lane Phone _____ Cell 931-637-1584

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 Rhonda A Date 11-29-2022

Signature of principal [Signature] Date 11/29/22

Signature of Director of Schools for approval Cacool Sorrell Date 12-15-22

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. When a third-party vendor uses a facility and a custodian is used, a fee of \$21 per hour plus the fixed Medicare, Social Security, and retirement rates must be paid to the Central Office.
12. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.