

# Regular Board Meeting

April 8, 2024 6:00 PM

MCBOE

1. Agenda	Julie Keny Cathey
2. Recognitions	Jacob Sorrells
1. Coordinated School Health Volunteer	Jacob Sorrells, Deborah Wade
2. Forrest High School	Jacob Sorrells, Angie Phifer
3. Poster Winner	Jacob Sorrells, Carrie Utterback
4. Swim Team	Jacob Sorrells, Angela Wilsford
3. Public Comment	
4. Committee Reports/Schedule Committee Meetings	
1. Budget committee - April 1, 2024	
5. Consent Agenda	
1. Minutes	
6. Job Description	Jacob Sorrells, Jennie Carroll
7. Paving	Jacob Sorrells, Chris Lowe
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: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Agendas</b>	Descriptor Code: <b>1.403</b>	Issued Date: <b>11/09/20</b>
		Rescinds: <b>1.403</b>	Issued: <b>11/10/11</b>

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

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

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

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

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

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

## CONSENT AGENDA

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

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# Marshall County Board of Education

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

## 1 APPEALS TO THE BOARD

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

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

## 8 APPEARING BEFORE THE BOARD

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

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

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

19 Guidelines for individuals who address the Board:

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

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

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

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Legal References:

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

Cross References:

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

# Marshall County Board of Education

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

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

- 6
- 7 1. Special committees shall be appointed by the chairman serving in an advisory capacity shall  
8 ordinarily consist of less than a quorum of board members;
- 9
- 10 2. The committee will be advisory only unless specifically authorized to transact designated business;
- 11
- 12 3. General issues to be discussed by the committee must be approved in advance by the entire Board;
- 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>
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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 2023-2024

## September 18, 2023

### 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

William Bell

Patty Hill

### Acquisition/Maintenance/Transportation

\*Harvey Jones

John Daniel Allen

Andy Woodard

### Safety Committee

\*John Daniel Allen & Julie Keny Cathey

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

### Five-Year Strategic Plan

\*Kristen Gold

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

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

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

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March 11, 2024

The Marshall County Board of Education met in regular session on Monday, March 11, 2024, at 6:00 p.m. in the Board Conference Room at Jones School.

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

Pledge/Prayer

Ms. McElhaney made a motion, with a second by Ms. Gold, to approve the agenda. The motion passed 9-0.

Director Jacob Sorrells and Elementary Curriculum Supervisor Tammy Lewis recognized the Teachers of the Year.

Director Jacob Sorrells, MCHS Principal Justin Perry and CVHS Principal Brent Adcox presented certificates to Wyatt Joyce and Ben Franklin (absent).

There was no public comment.

Ms. Gold scheduled a budget committee meeting for Monday, April 1, 2024, at 5:30 p.m.

Presented under Consent Agenda: Continue using Lewis, Thomason, King, Krieg and Waldrop law firm; Interquest Detection Canines agreement; and February 12, 2024, minutes. Mr. Jones made a motion, with a second by Ms. Hunter, to approve the consent agenda. The motion passed 9-0.

Ms. Hunter made a motion, with a second by Mr. Jones, to approve the following Federal Budget Revisions: ESSER 3.0 Revision #1 and HQIM Literacy Implementation Grant Revision #2. The motion passed 9-0.

The Director's Evaluation tool was moved to the work session.

Mr. Jones made a motion, with a second by Ms. Cathey to table the topic of FHS Paving until the budget committee meeting on April 1, 2024. The motion passed 8-1; Mr. Allen voted no.

There was no new business.

During the Director's Report, Ms. McElhaney made a motion, with a second by Ms. Hill, to pass a resolution in opposition of school vouchers. The motion passed 8-1; Mr. Bell voted no.

The meeting adjourned at 6:34 p.m.

Respectfully Submitted,

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Julie Keny Cathey, Chair

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Jacob Sorrells, Director

March 11, 2024

The Marshall County Board of Education held a work session to discuss the Architectural Contract, the Building Program and the Director's Evaluation Tool on Monday, March 11, 2024, immediately following the board meeting 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 members were absent.

Ms. Hunter made a motion, with a second by Ms. McElhaney to edit the current Director's Evaluation Tool with a column of unsure. The motion passed 9-0.

The meeting adjourned at 7:07

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in February</b>	Descriptor Term:  <b>Staff Positions</b>	Descriptor Code: <b>5.116</b>	Issued Date: <b>02/13/03</b>
		Rescinds: <b>5.116</b>	Issued: <b>08/14/01</b>

## 1 CREATION OF POSITION

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

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

## 11 REDUCTION IN FORCE

12 When it becomes necessary to reduce the number of positions in the system because of a decrease in  
13 enrollment or for other good reasons, the Board shall abolish the positions and dismiss such employees  
14 as may be necessary.<sup>2</sup>

## 15 Licensed Personnel

16 Reductions in staff will be made according to which have the least detrimental effect on children. In  
17 general, this objective dictates a staff reduction policy which:

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

21 The elimination of a position does not necessarily mean the person occupying the position will be  
22 dismissed. When an employee is released, it is the responsibility of the director to make a  
23 recommendation to the Board about which employee shall be released and to justify the recommendation  
24 based upon a composite of the following criteria:

- 25 1. Effectiveness in teaching and in related professional responsibilities evidenced by teacher  
26 evaluation;
  - 27 2. Adaptability to other assignments (academic and extracurricular);
  - 28 3. Evidence of professional growth as well as specialized or advanced training;
  - 29 4. Previous history of grade levels and subject areas taught; and
  - 30 5. Type, length and quality of service made to the teaching profession and the school system.
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1 When a teacher is released because of reduction in staff, the teacher shall be given written notice of  
2 release explaining the circumstances or conditions making dismissal necessary.

### 3 **Non-Licensed Personnel**

4 When a non-licensed employee is released because of a reduction in the number of support positions,  
5 the director of schools shall give the employee written notice of dismissal explaining the circumstances  
6 or conditions making termination of employment necessary.<sup>3</sup>

7 The contract of each non-licensed employee shall contain a statement regarding the reduction in force  
8 policy.

### 9 **RECALL**

10 The director of schools shall maintain a preferred re-employment list for tenured teachers whose position  
11 is abolished.<sup>3</sup> The fitness of any teacher for re-employment shall be determined on the basis of the  
12 teacher's competence, compatibility and suitability to properly discharge the duties required by the  
13 position with consideration for the best interests of the students in the school where the vacancy exists.<sup>2</sup>

14 It shall be the responsibility of the separated teacher to notify the director of schools in writing of his/her  
15 availability and current address. A professional employee who is placed on the preferred re-employment  
16 list and subsequently refuses the offer of a comparable position will be removed from the preferred list.<sup>4</sup>

17 Any teacher who has been on the preferred list for re-employment for two (2) consecutive years shall,  
18 by April 1 of the second consecutive year, receive notice that the teacher's name shall be removed from  
19 the list. The director shall send the notice to the last known address of the teacher. A teacher who wishes  
20 to remain on the preferred list for re-employment after the second year shall notify the director of schools  
21 in writing by April 15 of the second year and each subsequent year of his or her desire to remain on the  
22 preferred list for re-employment.<sup>4</sup>

23 Employees returning from lay-off shall have all previously accrued sick leave and seniority reinstated,  
24 but shall not receive benefits for the period of the layoff.

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#### Legal References:

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

**MARSHALL COUNTY SCHOOL SYSTEM  
JOB DESCRIPTION**

Section 1 – Administration

<b>Job Title:</b>	Dean of Students	<b>Review Date:</b>	4/8/2024
<b>Reports To:</b>	Principal	<b>Reviewed By:</b>	Director of Schools
<b>Supervises:</b>		<b>Work Calendar:</b>	10 mos/200 days
<b>Minimum Qualifications:</b>	TN Professional Educator’s License, Master’s Degree preferred; and at least five (5) years of successful classroom experience.		
<b>Purpose of Job:</b>	Assists the principal in providing school-wide leadership and performs administrative and supervisory duties as assigned by the principal.		
<b>Essential Job Functions</b>			
<p>The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.</p> <ul style="list-style-type: none"> <li>● Performs a variety of duties to assist the principal in managing the school.</li> <li>● Assists in the development, evaluation, and implementation of intervention programs designed to target at risk students.</li> <li>● Assists administration with addressing parental and stakeholder communication, concerns, and complaints.</li> <li>● Proposes schedules of classes and extracurricular activities.</li> <li>● Assists in the conducting of safety inspection and safety drill practice activities.</li> <li>● Supervises students on campus before and after school; monitors students during lunch, recess, and other activities; discipline students per established guidelines.</li> <li>● Supervises the reporting and monitoring of student attendance, and works with the attendance director for investigative follow-ups.</li> <li>● Assists in maintaining discipline throughout the student body and deals with special cases as necessary.</li> <li>● Performs record-keeping functions as directed by the principal.</li> <li>● Assists in the planning and improvements of grounds, buildings, furniture, and equipment.</li> <li>● Keeps abreast of all Marshall County Schools Board of Education policies, the board adopted code of discipline and behavior, and observes all other rules and regulations relative to the operation of the schools as established by law and as contained in the <i>Rules, Regulations and Minimum Standards of the Tennessee State Board of Education</i>.</li> <li>● Keeps the principal informed.</li> <li>● Assists in the development and implementation of the school’s improvement plan.</li> <li>● Assists in the administration of the code of discipline and behavior of the school.</li> <li>● Participates in IEP team meetings as appropriate.</li> <li>● Abides by the Tennessee Teacher Code of Ethics.</li>   <li>● Stays familiar with and ensures appropriate implementation of board policies.</li> <li>● Attends conferences, workshops and training sessions as appropriate.</li> <li>● Performs other work-related duties as assigned by the principal or Director of Schools.</li> </ul>			
<b>Demonstrated Knowledge, Skills &amp; Abilities:</b>	<ul style="list-style-type: none"> <li>● Demonstrated understanding of the growth, development, and characteristics of students of all ages.</li> <li>● Strong verbal and written communication skills, with an ability to explain policies, procedures, and laws in a manner that is understood by a diverse student population.</li> <li>● High degree of confidentiality regarding students.</li> <li>● Ability to interact and communicate well with all stakeholders, while projecting a positive image of the district at all times.</li> </ul>		

**MARSHALL COUNTY SCHOOL SYSTEM  
JOB DESCRIPTION**

Section 1 – Administration

<b>Work Conditions:</b>	The usual and customary methods of performing the job's functions require the following physical demands: stationary position for extended periods; move about building; operate a computer and other office machinery; regularly communicate and exchange information; assess and interpret written material; move and lift up to 10 lbs. occasionally. Occasional physical restraint of students to control behavior.		
<b>Required Testing/Certificates/Licenses:</b>	TN Professional Educator's License	<b>Clearances:</b>	Criminal Justice Fingerprint/Back-ground Check
<b>Classification:</b>	Certified	<b>FLSA Status:</b>	Non-Exempt
<b>Disclaimer:</b>	Nothing in this job description restricts the Director of Schools' right to assign or reassign duties and responsibilities to this job at any time.		



### Fundraiser Authorization

Proposed Fundraising Activity: CONCESSION SALES  
 Purpose of Fundraiser: RAISE MONEY FOR EQUIPMENT FOR SOCCER  
 Fund/Account Name: FORREST SOCCER BOOSTER CLUB  
 Current balance of fund account \$ 11,734.71 Date 02/29/2024  
 Anticipated date(s) of fundraiser: Beginning 03/01/2024 Ending 05/15/2024  
 Expected Student Involvement (schoolwide or specific school organization): BOYS SOCCER 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: EQUIPMENT FOR SOCCER

Requested by: JASON ELLIS *Do we need an actual signature?*  
 Forrest Soccer Booster  
 Teacher/Club Date: 03/01/2024

Approved by: \_\_\_\_\_  
 Principal Date: 3/18/24

Approved by: Jacod Powell  
 Director of Schools Date: 3-19-24

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

*To be completed following fundraiser*

Total Collections \$ \_\_\_\_\_  
 Less: Total Expenses \$ \_\_\_\_\_  
 Total Fundraiser Profit \$ \_\_\_\_\_  
 Total Purchases with Fundraiser Profit \$ \_\_\_\_\_  
 \*Difference \$ \_\_\_\_\_

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: World's Finest Chocolate

Purpose of Fundraiser: The purpose of the fundraiser is to raise money for future choir needs

Fund/Account Name: MCHS Chorus Booster Club

Current balance of fund account \$ 3,590.54 Date 3/12/2024

Anticipated date(s) of fundraiser: Beginning April 1st Ending April 26

Expected Student Involvement (schoolwide or specific school organization): The MCHS concert choir will directly be involved. They will sell the chocolate to the school, friends and family.

Margin of profit (if applicable): Not applicable

Method by which school will receive profit: Cash payment

How and when will these funds be spent to benefit students/instruction: These funds will help support the MCHS concert choir through purchasing music, bus fares and also purchase lodging for events.

Requested by: Kaitlynn Albers  
Teacher/Club

Date: 3/12/2024

Approved by: [Signature]  
Principal

Date: 3/13/24

Approved by: [Signature]  
Director of Schools

Date: 3-13-24

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



Linking Learning to Life

### Fundraiser Authorization

Proposed Fundraising Activity: Lift-a-thon

Purpose of Fundraiser: raise funds for upcoming season and facility needs

Fund/Account Name: Football 6010

Current balance of fund account \$ 31,422.25 Date 3-13-24

Anticipated date(s) of fundraiser: Beginning 4-1-24 Ending 4-20-24

Expected Student Involvement (schoolwide or specific school organization): Football & Managers

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 Facility upgrades  
season expenses, weightroom needs

Requested by: Eliot Cook Date: 3-13-24  
Teacher/Club

Approved by: [Signature] Date: 3/13/24  
Principal

Approved by: [Signature] Date: 3-14-24  
Director of Schools

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

To be completed following fundraiser:

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

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

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



Fundraiser Authorization

Proposed Fundraising Activity: Make your Mark - Paw Prints

Purpose of Fundraiser: Funds for art room supplies.

Fund/Account Name: Art/ Warf #500

Current balance of fund account \$ 904.69 Date 3-15-24

Anticipated date(s) of fundraiser: Beginning 4-1-24 Ending 5-3-24

Expected Student Involvement (schoolwide or specific school organization): None for students.

Mrs. Warf will collect money and paint paw prints.

Margin of profit (if applicable): \$10 per paw print

Method by which school will receive profit: cash/check

How and when will these funds be spent to benefit students/instruction: Art room supplies.

Requested by: Denise Warf Date: 3-15-24  
Teacher/Club

Approved by: [Signature] Date: 3.15.24  
Principal

Approved by: [Signature] Date: 3-15-24  
Director of Schools

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

*To be completed following fundraiser*

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

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

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



Linking Learning to Life

# Fundraiser Authorization

Proposed Fundraising Activity: 2024 Graduation Signs

Purpose of Fundraiser: Sell Senior Signs

Fund/Account Name: MC HS Cross Country

Current balance of fund account \$ 1016.89 Date 3/31/2024

Anticipated date(s) of fundraiser: Beginning April 2, 2024 Ending April 15, 2024

Expected Student Involvement (schoolwide or specific school organization):  
None

Margin of profit (if applicable): \$10 per sign

Method by which school will receive profit: check & cash from parents

How and when will these funds be spent to benefit students/instruction: race fees and travel expenses

Requested by: Heather Denton Date: 4/3/24  
Teacher/Club

Approved by: [Signature] Date: 4/3/24  
Principal

Approved by: [Signature] Date: 4-3-24  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



Linking Learning to Life

# Fundraiser Authorization

Proposed Fundraising Activity: LipSync Battle

Purpose of Fundraiser: To raise funds for TASC Convention and end of the year activities and leadership events

Fund/Account Name: mchs Student Council

Current balance of fund account \$ 1362.80 Date 3/8/24

Anticipated date(s) of fundraiser: Beginning 4/3/24 Ending 4/3/24

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

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

Method by which school will receive profit: \$2 to attend / \$1 w/ Renaissance Card

How and when will these funds be spent to benefit students/instruction: Funds will be used to help with convention costs for TASC leadership conference and end of the year activities.

Requested by: Vanena Sweeney Date: 3/7/2024  
Teacher/Club

Approved by: Dawn Stealy Date: 3/18/24  
Principal

Approved by: Carol Powell Date: 3-19-24  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

\_\_\_\_\_



# Fundraiser Authorization

Proposed Fundraising Activity: Donation/Sponsorship Letters

Purpose of Fundraiser: To raise funds for upcoming season, pay for camp, travel expenses, yearly operating expenses

Fund/Account Name: Middle School Girls Basketball

Current balance of fund account \$ 136.26 Date 4/5/24

Anticipated date(s) of fundraiser: Beginning 4/8/24 Ending 6/1/24

Expected Student Involvement (schoolwide or specific school organization): Cornersville Middle School Girls Basketball team

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

Method by which school will receive profit: Sponsors will mail donations to school

How and when will these funds be spent to benefit students/instruction: entry fees to camp, travel expenses, officials, pre-game meals.

Requested by: Justica Luna  
Teacher/Club

Date: 4/5/24

Approved by: [Signature]  
Principal

Date: 4/5/24

Approved by: Jacol Spruell  
Director of Schools

Date: 4-8-24

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

*To be completed following fundraiser:*

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Southern Sugar Saloon Night

Purpose of Fundraiser: FCA funds

Fund/Account Name: Cornersville Elementary FCA

Current balance of fund account \$ 1137.20 Date 3/4/24

Anticipated date(s) of fundraiser: Beginning April 12, 2024 Ending April 12, 2024

Expected Student Involvement (schoolwide or specific school organization): 15% of the profits  
for that day will be donated to CES FCA club.

Margin of profit (if applicable): 15% of April 12 profits

Method by which school will receive profit: check

How and when will these funds be spent to benefit students/instruction: Funds will be used  
for FCA breakfasts and community service projects

Requested by: Emily Talley / FCA sponsor Date: 3/4/24  
Teacher/Club

Approved by: Cheryl Ewing Date: 3-12-24  
Principal

Approved by: Carol Lovell Date: 3-17-24  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Game Sponsors & advertisements  
 Purpose of Fundraiser: Raise money for facility needs and season expenses.  
 Fund/Account Name: Football 6010  
 Current balance of fund account \$ 31,422.25 Date 3-13-24  
 Anticipated date(s) of fundraiser: Beginning 4-22-24 Ending 5-17-24  
 Expected Student Involvement (schoolwide or specific school organization): None

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: Facility needs season expenses / Possible Alternate uniforms

Requested by: Eliot Cook / Football Date: 3-13-24  
Teacher/Club

Approved by: [Signature] Date: 3/13/24  
Principal

Approved by: [Signature] Date: 3-15-24  
Director of Schools

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

*To be completed following fundraiser:*

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Youth Camp

Purpose of Fundraiser: Build community and raise money for summer gear for players

Fund/Account Name: Football 6010

Current balance of fund account \$ 31,422.25 Date 3-13-24

Anticipated date(s) of fundraiser: Beginning 5-13-24 Ending 6-6-24

Expected Student Involvement (schoolwide or specific school organization): Football player & coaches will work the camp

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: Summer gear for players / Season expenses

Requested by: Eliot Cook / Football Date: 3-13-24  
Teacher/Club

Approved by: [Signature] Date: 3/13/24  
Principal

Approved by: [Signature] Date: 3-14-24  
Director of Schools

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

*To be completed following fundraiser:*

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Youth Volleyball Camp

Purpose of Fundraiser: to raise money for expenses for the volleyball program

Fund/Account Name: MCHS Volleyball

Current balance of fund account \$ 4274.94 Date 3-12-24

Anticipated date(s) of fundraiser: Beginning June 12, 2024 Ending June 14, 2024

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

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

Method by which school will receive profit: Cash/checks from participants

How and when will these funds be spent to benefit students/Instruction: funds raised will be used during the 2024 season for things like Hudl, buses, refs, etc.

Requested by: Kori C. Hancock / Volleyball <sup>MCHS</sup>  
Teacher/Club Date: 3/11/24

Approved by: [Signature]  
Principal Date: 3/11/24

Approved by: [Signature]  
Director of Schools Date: 3-12-24

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

### To be completed following fundraiser

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

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

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

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

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

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

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



Linking Learning to Life

# Fundraiser Authorization

Proposed Fundraising Activity: Discount card sale

Purpose of Fundraiser: Booster discount cards

Fund/Account Name: Football / 6010

Current balance of fund account \$ 31,422.25 Date 3-13-24

Anticipated date(s) of fundraiser: Beginning 7-18-24 Ending 8-2-24

Expected Student Involvement (schoolwide or specific school organization): Football players & Managers

Margin of profit (if applicable): 60%

Method by which school will receive profit: Cash / Check / Scan and pay online

How and when will these funds be spent to benefit students/instruction: Season expenses  
Uniform upgrades

Requested by: Eliot Cook / Football Date: 3-13-24  
Teacher/Club

Approved by: [Signature] Date: 3/13/24  
Principal

Approved by: [Signature] Date: 3/14/24  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

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

## 2023-2024 Consolidated Application Free/Reduced Lunch Percentages

### Aug. 2023

School	# Free/Red	ADM	% F/R
MES	294	419	70.17%
LMS	311	431	72.16%
WES	409	577	70.88%
OGES	274	412	66.50%
CES	193	474	40.72%
MCHS	521	815	63.93%
CHS	184	432	42.59%
CHES	173	555	31.17%
FHS	252	837	30.11%
DHIS	160	444	36.04%
<b>District</b>	<b>2771</b>	<b>5396</b>	<b>51.35%</b>

### Sept. 2023

School	# Free/Red	ADM	% F/R
MES	279	418	66.75%
LMS	291	433	67.21%
WES	396	577	68.63%
OGES	274	414	66.18%
CES	168	472	35.59%
MCHS	492	806	61.04%
CHS	161	431	37.35%
CHES	168	551	30.49%
FHS	237	829	28.59%
DHIS	152	443	34.31%
<b>District</b>	<b>2618</b>	<b>5374</b>	<b>48.72%</b>

### Oct. 2023

School	# Free/Red	ADM	% F/R
MES	317	422	75.12%
LMS	325	431	75.41%
WES	423	575	73.57%
OGES	318	416	76.44%
CES	231	475	48.63%
MCHS	547	802	68.20%
CHS	188	429	43.82%
CHES	220	557	39.50%
FHS	296	825	35.88%
DHIS	190	443	42.89%
<b>District</b>	<b>3055</b>	<b>5375</b>	<b>56.84%</b>

### Nov. 2023

School	# Free/Red	ADM	% F/R
MES	319	420	75.95%
LMS	323	428	75.47%
WES	422	572	73.78%
OGES	318	414	76.81%
CES	233	475	49.05%
MCHS	542	800	67.75%
CHS	189	426	44.37%
CHES	224	558	40.14%
FHS	298	821	36.30%
DHIS	190	445	42.70%
<b>District</b>	<b>3058</b>	<b>5359</b>	<b>57.06%</b>

### Dec. 2023

School	# Free/Red	ADM	% F/R
MES	320	420	76.19%
LMS	324	424	76.42%
WES	421	573	73.47%
OGES	319	411	77.62%
CES	234	475	49.26%
MCHS	542	798	67.92%
CHS	190	426	44.60%
CHES	224	557	40.22%
FHS	295	818	36.06%
DHIS	188	443	42.44%
<b>District</b>	<b>3057</b>	<b>5345</b>	<b>57.19%</b>

### Jan. 2024

School	# Free/Red	ADM	% F/R
MES	329	425	77.41%
LMS	331	429	77.16%
WES	428	579	73.92%
OGES	325	424	76.65%
CES	238	481	49.48%
MCHS	546	798	68.42%
CHS	187	418	44.74%
CHES	227	559	40.61%
FHS	302	815	37.06%
DHIS	187	443	42.21%
<b>District</b>	<b>3100</b>	<b>5371</b>	<b>57.72%</b>

**Feb. 2024**

School	# Free/Red	ADM	% F/R
MES	327	423	77.30%
LMS	333	427	77.99%
WES	429	574	74.74%
OGES	325	420	77.38%
CES	241	482	50.00%
MCHS	522	798	65.41%
CHS	174	416	41.83%
CHES	226	561	40.29%
FHS	294	810	36.30%
DHIS	186	440	42.27%
<b>District</b>	<b>3057</b>	<b>5351</b>	<b>57.13%</b>

**Mar. 2024**

School	# Free/Red	ADM	% F/R
MES	326	421	77.43%
LMS	336	430	78.14%
WES	434	579	74.96%
OGES	326	420	77.62%
CES	244	484	50.41%
MCHS	523	798	65.54%
CHS	178	416	42.79%
CHES	230	563	40.85%
FHS	293	807	36.31%
DHIS	188	442	42.53%
<b>District</b>	<b>3078</b>	<b>5360</b>	<b>57.43%</b>

**Apr. 2024**

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

**May 2024**

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

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71100	REGULAR INSTRUCTION PROGRAM								
116	TEACHERS	16,898,180.00	16,898,180.00	9,721,648.70	0.00	7,176,531.30	57.53	1,392,589.23	0.00
117	CAREER LADDER PROGRAM	35,200.00	35,200.00	16,157.50	0.00	19,042.50	45.90	0.00	0.00
128	HOMEBOUND TEACHERS	10,000.00	10,000.00	2,685.00	0.00	7,315.00	26.85	525.00	0.00
163	EDUCATIONAL ASSISTANTS	716,137.00	716,137.00	469,607.13	0.00	246,529.87	65.58	67,688.88	0.00
186	LONGEVITY PAY	184,225.00	184,225.00	180,550.00	0.00	3,675.00	98.01	0.00	0.00
189	OTHER SALARIES & WAGES	706,570.00	706,570.00	417,725.06	0.00	288,844.94	59.12	67,317.41	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	30,000.00	30,000.00	8,145.86	0.00	21,854.14	27.15	400.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	180,000.00	180,000.00	226,965.65	0.00	-46,965.65	126.09	28,405.00	0.00
201	SOCIAL SECURITY	1,163,117.00	1,163,117.00	620,385.43	0.00	542,731.57	53.34	87,608.93	0.00
204	PENSIONS	851,618.00	851,618.00	760,091.16	0.00	91,526.84	89.25	108,104.91	0.00
207	MEDICAL INSURANCE	3,865,190.00	3,865,190.00	2,422,683.18	0.00	1,442,506.82	62.68	357,811.87	0.00
208	DENTAL INSURANCE	12,049.00	12,049.00	7,797.60	0.00	4,251.40	64.72	1,135.44	0.00
210	UNEMPLOYMENT COMPENSATION	9,510.00	9,510.00	8,362.98	0.00	1,147.02	87.94	2,116.60	0.00
212	EMPLOYER MEDICARE	272,020.00	272,020.00	149,281.49	0.00	122,738.51	54.88	20,965.45	0.00
217	RETIREMENT-HYBRID STABILIZATIO	555,586.00	555,586.00	42,582.72	0.00	513,003.28	7.66	5,930.58	0.00
336	MAINTENANCE AND REPAIR SERVICE	197,794.00	197,794.00	170,776.70	6,465.05	20,552.25	89.61	0.00	144,268.82
355	TRAVEL	2,000.00	2,000.00	1,848.28	0.00	151.72	92.41	332.33	0.00
356	TUITION	12,000.00	12,000.00	0.00	0.00	12,000.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	88,500.00	88,500.00	345,294.20	0.00	-256,794.20	390.16	3,952.50	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	321,400.00	323,442.00	205,191.32	10,541.83	107,708.85	66.70	10,991.40	2,305.51
449	TEXTBOOKS	500,000.00	500,000.00	404,136.98	3,536.38	92,326.64	81.53	29,921.24	210,255.52
499	OTHER SUPPLIES AND MATERIALS	0.00	0.00	440.58	0.00	-440.58	0.00	0.00	440.58
599	OTHER CHARGES	0.00	0.00	5,421.21	0.00	-5,421.21	0.00	0.00	5,421.21
722	REGULAR INSTRUCTION EQUIPMENT	0.00	0.00	41,557.90	51,940.26	-93,498.16	0.00	0.00	0.00
790	OTHER EQUIPMENT	118,000.00	118,000.00	25,486.95	0.00	92,513.05	21.60	0.00	10,656.31
---	REGULAR INSTRUCTION PROGRAM	26,729,096.00	26,731,138.00	16,254,823.58	72,483.52	10,403,830.90	61.08	2,185,796.77	373,347.95

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71150	ALTERNATIVE INSTRUCTION PROGRA								
116	TEACHERS	131,523.00	131,523.00	76,722.38	0.00	54,800.62	58.33	10,960.34	0.00
186	LONGEVITY PAY	1,450.00	1,450.00	1,450.00	0.00	0.00	100.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	1,000.00	1,000.00	360.00	0.00	640.00	36.00	135.00	0.00
201	SOCIAL SECURITY	8,307.00	8,307.00	4,364.86	0.00	3,942.14	52.54	614.60	0.00
204	PENSIONS	9,056.00	9,056.00	5,323.55	0.00	3,732.45	58.78	746.40	0.00
207	MEDICAL INSURANCE	35,297.00	35,297.00	24,465.74	0.00	10,831.26	69.31	3,558.71	0.00
208	DENTAL INSURANCE	92.00	92.00	63.84	0.00	28.16	69.39	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	42.82	0.00	20.18	67.97	9.52	0.00
212	EMPLOYER MEDICARE	1,943.00	1,943.00	1,020.81	0.00	922.19	52.54	143.74	0.00
399	OTHER CONTRACTED SERVICES	3,000.00	3,000.00	832.43	0.00	2,167.57	27.75	154.56	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	800.00	800.00	400.00	0.00	400.00	50.00	0.00	0.00
722	REGULAR INSTRUCTION EQUIPMENT	3,000.00	3,000.00	1,093.51	0.00	1,906.49	36.45	0.00	0.00
---	ALTERNATIVE INSTRUCTION PROGRA	195,531.00	195,531.00	116,139.94	0.00	79,391.06	59.40	16,331.99	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71200	SPECIAL EDUCATION PROGRAM								
116	TEACHERS	1,540,871.00	1,540,871.00	778,243.72	0.00	762,627.28	50.51	114,279.00	0.00
117	CAREER LADDER PROGRAM	5,500.00	5,500.00	2,750.00	0.00	2,750.00	50.00	0.00	0.00
128	HOMEBOUND TEACHERS	6,000.00	6,000.00	1,920.00	0.00	4,080.00	32.00	255.00	0.00
163	EDUCATIONAL ASSISTANTS	631,701.00	631,701.00	316,958.80	0.00	314,742.20	50.18	47,385.14	0.00
171	SPEECH PATHOLOGIST	261,925.00	261,925.00	128,092.93	0.00	133,832.07	48.90	18,298.99	0.00
186	LONGEVITY PAY	31,300.00	31,300.00	27,775.00	0.00	3,525.00	88.74	0.00	0.00
189	OTHER SALARIES & WAGES	0.00	0.00	162.50	0.00	-162.50	0.00	0.00	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	3,500.00	3,500.00	1,650.00	0.00	1,850.00	47.14	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	24,000.00	24,000.00	29,047.50	0.00	-5,047.50	121.03	3,490.00	0.00
201	SOCIAL SECURITY	155,297.00	155,297.00	71,821.11	0.00	83,475.89	46.25	10,192.54	0.00
204	PENSIONS	112,660.00	112,660.00	91,634.92	0.00	21,025.08	81.34	13,193.34	0.00
207	MEDICAL INSURANCE	787,649.00	787,649.00	403,577.07	0.00	384,071.93	51.24	61,172.29	0.00
208	DENTAL INSURANCE	2,190.00	2,190.00	1,304.16	0.00	885.84	59.55	196.08	0.00
210	UNEMPLOYMENT COMPENSATION	1,700.00	1,700.00	1,107.50	0.00	592.50	65.15	307.87	0.00
212	EMPLOYER MEDICARE	36,320.00	36,320.00	16,878.97	0.00	19,441.03	46.47	2,392.87	0.00
217	RETIREMENT-HYBRID STABILIZATIO	79,039.00	79,039.00	3,572.65	0.00	75,466.35	4.52	546.70	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	0.00	0.00	63,540.00	0.00	-63,540.00	0.00	10,060.00	0.00
399	OTHER CONTRACTED SERVICES	0.00	0.00	399.98	0.00	-399.98	0.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	7,000.00	7,000.00	6,000.00	0.00	1,000.00	85.71	0.00	0.00
725	SPECIAL EDUCATION EQUIPMENT	0.00	0.00	15,693.92	24,890.00	-40,583.92	0.00	15,693.92	0.00
790	OTHER EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	SPECIAL EDUCATION PROGRAM	3,687,652.00	3,687,652.00	1,962,130.73	24,890.00	1,700,631.27	53.88	297,463.74	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71300	CAREER AND TECHNICAL EDUCATION								
116	TEACHERS	1,125,258.00	1,233,264.00	671,368.63	0.00	561,895.37	54.44	97,697.35	0.00
117	CAREER LADDER PROGRAM	3,000.00	3,000.00	1,500.00	0.00	1,500.00	50.00	0.00	0.00
186	LONGEVITY PAY	12,150.00	12,150.00	10,450.00	0.00	1,700.00	86.01	0.00	0.00
189	OTHER SALARIES & WAGES	0.00	73,062.00	48,708.00	0.00	24,354.00	66.67	6,088.50	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	1,000.00	1,000.00	100.00	0.00	900.00	10.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	8,000.00	8,000.00	5,010.00	0.00	2,990.00	62.63	945.00	0.00
201	SOCIAL SECURITY	71,263.00	82,489.22	42,434.14	0.00	40,055.08	51.44	6,003.01	0.00
204	PENSIONS	63,640.00	79,936.11	53,331.15	0.00	26,604.96	66.72	7,574.69	0.00
207	MEDICAL INSURANCE	246,551.00	290,444.60	160,308.14	0.00	130,136.46	55.19	23,892.03	0.00
208	DENTAL INSURANCE	780.00	793.68	510.72	0.00	282.96	64.35	72.96	0.00
210	UNEMPLOYMENT COMPENSATION	468.00	531.00	507.77	0.00	23.23	95.63	121.06	0.00
212	EMPLOYER MEDICARE	16,667.00	19,292.49	9,942.44	0.00	9,350.05	51.54	1,407.18	0.00
217	RETIREMENT-HYBRID STABILIZATIO	18,532.00	18,532.00	2,537.24	0.00	15,994.76	13.69	428.15	0.00
336	MAINTENANCE AND REPAIR SERVICE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	32,800.00	54,160.00	24,921.84	2,423.98	26,814.18	50.49	931.46	0.00
449	TEXTBOOKS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	0.00	0.00	70.00	0.00	-70.00	0.00	0.00	0.00
599	OTHER CHARGES	500.00	500.00	21.96	0.00	478.04	4.39	0.00	0.00
730	VOCATIONAL INSTRUCTION EQUIPME	30,000.00	336,370.27	26,370.77	86,355.71	223,643.79	33.51	383.45	0.00
---	CAREER AND TECHNICAL EDUCATION	1,635,109.00	2,218,025.37	1,058,092.80	88,779.69	1,071,152.88	51.71	145,544.84	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72110	ATTENDANCE								
105	SUPERVISOR/DIRECTOR	46,417.00	46,417.00	33,919.00	0.00	12,498.00	73.07	3,868.00	0.00
117	CAREER LADDER PROGRAM	600.00	600.00	300.00	0.00	300.00	50.00	0.00	0.00
130	SOCIAL WORKERS	93,664.00	93,664.00	60,097.38	0.00	33,566.62	64.16	8,585.34	0.00
162	CLERICAL PERSONNEL	64,304.00	64,304.00	42,868.80	0.00	21,435.20	66.67	5,358.60	0.00
186	LONGEVITY PAY	3,450.00	3,450.00	3,900.00	0.00	-450.00	113.04	0.00	0.00
201	SOCIAL SECURITY	10,008.00	10,008.00	6,466.32	0.00	3,541.68	64.61	815.42	0.00
204	PENSIONS	12,106.00	12,106.00	7,761.58	0.00	4,344.42	64.11	1,045.80	0.00
207	MEDICAL INSURANCE	24,339.00	24,339.00	16,863.28	0.00	7,475.72	69.29	2,452.15	0.00
208	DENTAL INSURANCE	137.00	137.00	95.76	0.00	41.24	69.90	13.68	0.00
210	UNEMPLOYMENT COMPENSATION	126.00	126.00	81.78	0.00	44.22	64.90	28.34	0.00
212	EMPLOYER MEDICARE	3,022.00	3,022.00	1,965.37	0.00	1,056.63	65.04	246.80	0.00
355	TRAVEL	2,500.00	2,500.00	1,983.39	0.00	516.61	79.34	90.46	0.00
399	OTHER CONTRACTED SERVICES	24,075.00	24,075.00	28,297.00	0.00	-4,222.00	117.54	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	3,000.00	3,000.00	46.05	2,380.20	573.75	80.88	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	700.00	0.00	3,300.00	17.50	0.00	0.00
704	ATTENDANCE EQUIPMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00
---	ATTENDANCE	295,748.00	295,748.00	205,345.71	2,380.20	88,022.09	70.24	22,504.59	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72120	HEALTH SERVICES								
105	SUPERVISOR/DIRECTOR	122,322.00	122,322.00	81,546.72	0.00	40,775.28	66.67	10,193.34	0.00
117	CAREER LADDER PROGRAM	550.00	550.00	300.00	0.00	250.00	54.55	0.00	0.00
131	MEDICAL PERSONNEL	309,382.00	309,382.00	185,925.22	0.00	123,456.78	60.10	26,545.20	0.00
186	LONGEVITY PAY	3,050.00	3,050.00	3,050.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	24,111.00	24,111.00	13,659.45	0.00	10,451.55	56.65	1,860.18	0.00
204	PENSIONS	7,636.00	7,636.00	18,270.72	0.00	-10,634.72	239.27	2,472.26	0.00
207	MEDICAL INSURANCE	89,391.00	89,391.00	55,213.20	0.00	34,177.80	61.77	8,253.84	0.00
208	DENTAL INSURANCE	306.00	306.00	223.44	0.00	82.56	73.02	31.92	0.00
210	UNEMPLOYMENT COMPENSATION	294.00	294.00	235.35	0.00	58.65	80.05	91.07	0.00
212	EMPLOYER MEDICARE	6,312.00	6,312.00	3,650.27	0.00	2,661.73	57.83	491.79	0.00
217	RETIREMENT-HYBRID STABILIZATIO	25,836.00	25,836.00	1,885.55	0.00	23,950.45	7.30	244.47	0.00
355	TRAVEL	1,000.00	1,000.00	619.29	0.00	380.71	61.93	181.10	0.00
399	OTHER CONTRACTED SERVICES	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	13,000.00	13,000.00	14,789.64	549.03	-2,338.67	117.99	1,056.79	0.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
599	OTHER CHARGES	5,000.00	5,000.00	330.00	0.00	4,670.00	6.60	0.00	0.00
735	HEALTH EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	0.00	8,931.00	0.00	-8,931.00	0.00	0.00	0.00
---	HEALTH SERVICES	652,190.00	652,190.00	388,629.85	549.03	263,011.12	59.67	51,421.96	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72130	OTHER STUDENT SUPPORT								
117	CAREER LADDER PROGRAM	1,000.00	1,000.00	500.00	0.00	500.00	50.00	0.00	0.00
123	GUIDANCE PERSONNEL	775,914.00	775,914.00	452,024.37	0.00	323,889.63	58.26	64,574.91	0.00
163	EDUCATIONAL ASSISTANTS	60,524.00	60,524.00	37,752.96	0.00	22,771.04	62.38	5,393.28	0.00
186	LONGEVITY PAY	10,200.00	10,200.00	9,950.00	0.00	250.00	97.55	0.00	0.00
189	OTHER SALARIES & WAGES	2,000.00	2,000.00	640.00	0.00	1,360.00	32.00	0.00	0.00
201	SOCIAL SECURITY	52,678.00	52,678.00	28,492.84	0.00	24,185.16	54.09	3,971.22	0.00
204	PENSIONS	42,180.00	42,180.00	35,454.02	0.00	6,725.98	84.05	4,959.98	0.00
207	MEDICAL INSURANCE	189,658.00	189,658.00	140,879.18	0.00	48,778.82	74.28	20,447.87	0.00
208	DENTAL INSURANCE	370.00	370.00	319.20	0.00	50.80	86.27	45.60	0.00
210	UNEMPLOYMENT COMPENSATION	363.00	363.00	303.37	0.00	59.63	83.57	70.92	0.00
212	EMPLOYER MEDICARE	12,320.00	12,320.00	6,665.73	0.00	5,654.27	54.10	928.75	0.00
217	RETIREMENT-HYBRID STABILIZATIO	21,119.00	21,119.00	1,022.51	0.00	20,096.49	4.84	145.47	0.00
322	EVALUATION AND TESTING	15,000.00	15,000.00	330.00	0.00	14,670.00	2.20	0.00	0.00
399	OTHER CONTRACTED SERVICES	139,000.00	359,478.54	192,826.30	5,992.50	160,659.74	55.31	32,782.50	7,000.00
499	OTHER SUPPLIES AND MATERIALS	4,125.00	4,198.00	509.60	1,743.57	1,944.83	53.67	41.87	0.00
524	STAFF DEVELOPMENT	2,000.00	3,769.24	1,859.31	0.00	1,909.93	49.33	209.31	0.00
599	OTHER CHARGES	10,000.00	10,000.00	4,299.38	4,773.60	927.02	90.73	179.00	0.00
790	OTHER EQUIPMENT	0.00	0.00	11,323.10	328,456.00	-339,779.10	0.00	11,323.10	0.00
---	OTHER STUDENT SUPPORT	1,338,451.00	1,560,771.78	925,151.87	340,965.67	294,654.24	81.12	145,073.78	7,000.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72210	REGULAR INSTRUCTION PROGRAM								
105	SUPERVISOR/DIRECTOR	356,030.00	356,030.00	252,226.69	0.00	103,803.31	70.84	36,252.43	0.00
117	CAREER LADDER PROGRAM	4,000.00	4,000.00	2,000.00	0.00	2,000.00	50.00	0.00	0.00
129	LIBRARIANS	626,529.00	626,529.00	359,038.51	0.00	267,490.49	57.31	50,120.82	0.00
161	SECRETARY(S)	34,295.00	34,295.00	22,863.36	0.00	11,431.64	66.67	2,857.92	0.00
186	LONGEVITY PAY	14,550.00	14,550.00	17,475.00	0.00	-2,925.00	120.10	0.00	0.00
189	OTHER SALARIES & WAGES	5,000.00	5,000.00	44,178.05	0.00	-39,178.05	883.56	6,141.15	0.00
201	SOCIAL SECURITY	64,505.00	64,505.00	40,218.67	0.00	24,286.33	62.35	5,404.85	0.00
204	PENSIONS	66,843.00	66,843.00	49,308.62	0.00	17,534.38	73.77	6,727.48	0.00
207	MEDICAL INSURANCE	209,288.00	209,288.00	148,161.85	0.00	61,126.15	70.79	22,648.03	0.00
208	DENTAL INSURANCE	640.00	640.00	417.24	0.00	222.76	65.19	63.84	0.00
210	UNEMPLOYMENT COMPENSATION	357.00	357.00	415.19	0.00	-58.19	116.30	66.48	0.00
212	EMPLOYER MEDICARE	15,086.00	15,086.00	9,410.18	0.00	5,675.82	62.38	1,264.71	0.00
217	RETIREMENT-HYBRID STABILIZATIO	5,162.00	5,162.00	1,236.00	0.00	3,926.00	23.94	185.04	0.00
355	TRAVEL	3,000.00	3,000.00	5,032.25	0.00	-2,032.25	167.74	555.57	0.00
399	OTHER CONTRACTED SERVICES	10,200.00	10,200.00	0.00	0.00	10,200.00	0.00	0.00	0.00
432	LIBRARY BOOKS/MEDIA	23,650.00	24,068.00	14,771.15	6,658.10	2,638.75	89.04	443.96	0.00
499	OTHER SUPPLIES AND MATERIALS	8,750.00	8,799.00	7,082.55	232.03	1,484.42	83.13	938.37	403.22
524	STAFF DEVELOPMENT	34,500.00	34,500.00	11,765.17	318.51	22,416.32	35.03	655.77	0.00
790	OTHER EQUIPMENT	2,000.00	2,000.00	493.30	0.00	1,506.70	24.67	0.00	0.00
---	REGULAR INSTRUCTION PROGRAM	1,484,385.00	1,484,852.00	986,093.78	7,208.64	491,549.58	66.90	134,326.42	403.22

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72220	SPECIAL EDUCATION PROGRAM								
105	SUPERVISOR/DIRECTOR	93,606.00	93,606.00	56,700.08	0.00	36,905.92	60.57	7,098.88	0.00
117	CAREER LADDER PROGRAM	500.00	500.00	250.00	0.00	250.00	50.00	0.00	0.00
124	PHSYCOLOGICAL PERSONNEL	67,817.00	67,817.00	39,559.94	0.00	28,257.06	58.33	5,651.42	0.00
186	LONGEVITY PAY	1,650.00	1,650.00	1,700.00	0.00	-50.00	103.03	0.00	0.00
189	OTHER SALARIES & WAGES	71,538.00	71,538.00	12,272.40	0.00	59,265.60	17.16	1,753.20	0.00
201	SOCIAL SECURITY	13,428.00	13,428.00	3,434.97	0.00	9,993.03	25.58	416.71	0.00
204	PENSIONS	14,787.00	14,787.00	6,674.49	0.00	8,112.51	45.14	868.29	0.00
207	MEDICAL INSURANCE	71,681.00	71,681.00	12,682.06	0.00	58,998.94	17.69	1,844.59	0.00
208	DENTAL INSURANCE	137.00	137.00	0.00	0.00	137.00	0.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	84.00	84.00	52.52	0.00	31.48	62.52	9.31	0.00
212	EMPLOYER MEDICARE	3,409.00	3,409.00	1,564.38	0.00	1,844.62	45.89	204.83	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	80,000.00	80,000.00	89,580.72	0.00	-9,580.72	111.98	15,701.06	0.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	SPECIAL EDUCATION PROGRAM	420,137.00	420,137.00	224,471.56	0.00	195,665.44	53.43	33,548.29	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72230	CAREER AND TECHNICAL EDUCATION								
105	SUPERVISOR/DIRECTOR	99,377.00	104,377.00	74,523.97	0.00	29,853.03	71.40	8,312.09	0.00
161	SECRETARY(S)	32,324.00	32,324.00	18,855.20	0.00	13,468.80	58.33	2,693.60	0.00
186	LONGEVITY PAY	0.00	0.00	650.00	0.00	-650.00	0.00	0.00	0.00
201	SOCIAL SECURITY	8,165.00	8,165.00	5,378.87	0.00	2,786.13	65.88	614.08	0.00
204	PENSIONS	9,192.00	9,192.00	6,533.47	0.00	2,658.53	71.08	768.07	0.00
207	MEDICAL INSURANCE	36,637.00	36,637.00	25,364.12	0.00	11,272.88	69.23	3,689.18	0.00
208	DENTAL INSURANCE	92.00	92.00	63.84	0.00	28.16	69.39	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	42.00	42.00	37.16	0.00	4.84	88.48	8.08	0.00
212	EMPLOYER MEDICARE	1,910.00	1,910.00	1,258.01	0.00	651.99	65.86	143.62	0.00
307	COMMUNICATION	3,200.00	3,200.00	482.24	0.00	2,717.76	15.07	50.50	0.00
355	TRAVEL	500.00	500.00	358.64	0.00	141.36	71.73	25.59	0.00
399	OTHER CONTRACTED SERVICES	4,000.00	4,000.00	1,629.60	0.00	2,370.40	40.74	349.75	0.00
599	OTHER CHARGES	500.00	500.00	95.98	0.00	404.02	19.20	0.00	0.00
---	CAREER AND TECHNICAL EDUCATION	195,939.00	200,939.00	135,231.10	0.00	65,707.90	67.30	16,663.68	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72250	TECHNOLOGY								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	61,160.00	0.00	30,582.00	66.67	7,645.00	0.00
121	DATA PROCESSING PERSONNEL	231,952.00	231,952.00	153,371.68	0.00	78,580.32	66.12	19,171.46	0.00
186	LONGEVITY PAY	1,550.00	1,550.00	1,550.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	20,165.00	20,165.00	12,750.11	0.00	7,414.89	63.23	1,568.30	0.00
204	PENSIONS	17,494.00	17,494.00	16,482.50	0.00	1,011.50	94.22	2,045.64	0.00
207	MEDICAL INSURANCE	65,821.00	65,821.00	38,105.97	0.00	27,715.03	57.89	5,572.62	0.00
208	DENTAL INSURANCE	228.00	228.00	159.60	0.00	68.40	70.00	22.80	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	105.00	0.00	42.00	71.43	26.48	0.00
212	EMPLOYER MEDICARE	4,716.00	4,716.00	2,981.86	0.00	1,734.14	63.23	366.77	0.00
217	RETIREMENT-HYBRID STABILIZATIO	8,280.00	8,280.00	644.79	0.00	7,635.21	7.79	80.27	0.00
307	COMMUNICATION	20.00	20.00	0.00	0.00	20.00	0.00	0.00	0.00
336	MAINTENANCE AND REPAIR SERVICE	95,000.00	95,000.00	17,482.32	0.00	77,517.68	18.40	0.00	3,802.32
350	INTERNET CONNECTIVITY	126,000.00	126,000.00	124,223.20	0.00	1,776.80	98.59	0.00	0.00
399	OTHER CONTRACTED SERVICES	7,360.00	7,360.00	11,462.77	0.00	-4,102.77	155.74	0.00	0.00
471	SOFTWARE	49,550.00	49,550.00	26,341.39	11,331.32	11,877.29	76.03	0.00	11,331.32
524	STAFF DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	0.00	240,615.15	35,860.60	-276,475.75	0.00	0.00	280,706.15
---	TECHNOLOGY	722,025.00	722,025.00	707,436.34	47,191.92	-32,603.26	104.52	36,499.34	295,839.79

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72310	BOARD OF EDUCATION								
191	BOARD AND COMMITTEE MEMBERS FE	37,720.00	37,720.00	24,546.00	0.00	13,174.00	65.07	2,943.25	0.00
201	SOCIAL SECURITY	2,339.00	2,339.00	1,360.80	0.00	978.20	58.18	160.80	0.00
212	EMPLOYER MEDICARE	547.00	547.00	355.62	0.00	191.38	65.01	42.64	0.00
320	DUES AND MEMBERSHIPS	6,763.00	6,763.00	7,030.00	0.00	-267.00	103.95	0.00	0.00
331	LEGAL SERVICES	15,000.00	15,000.00	4,972.00	0.00	10,028.00	33.15	240.00	0.00
355	TRAVEL	500.00	500.00	312.56	0.00	187.44	62.51	0.00	0.00
399	OTHER CONTRACTED SERVICES	16,250.00	16,250.00	11,750.00	0.00	4,500.00	72.31	5,250.00	0.00
499	OTHER SUPPLIES AND MATERIALS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
506	LIABILITY INSURANCE	111,132.00	111,132.00	123,401.00	0.00	-12,269.00	111.04	0.00	0.00
510	TRUSTEE'S COMMISSION	330,000.00	330,000.00	289,406.67	0.00	40,593.33	87.70	77,946.16	0.00
513	WORKMAN'S COMPENSATION INSURAN	167,709.00	167,709.00	169,992.00	0.00	-2,283.00	101.36	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	-200.00	150.00	4,050.00	-1.25	0.00	0.00
533	CRIMINAL INVESTIGATION OF APPL	8,000.00	8,000.00	12,258.65	3,930.65	-8,189.30	202.37	297.20	1,283.85
599	OTHER CHARGES	8,000.00	8,000.00	2,041.60	406.30	5,552.10	30.60	0.00	0.00
---	BOARD OF EDUCATION	708,960.00	708,960.00	647,226.90	4,486.95	57,246.15	91.93	86,880.05	1,283.85

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72320	DIRECTOR OF SCHOOLS								
101	COUNTY OFFICIAL/ADMINISTRATIVE	153,410.00	153,410.00	102,273.04	0.00	51,136.96	66.67	12,784.13	0.00
117	CAREER LADDER PROGRAM	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
161	SECRETARY(S)	52,000.00	52,000.00	34,666.72	0.00	17,333.28	66.67	4,333.34	0.00
186	LONGEVITY PAY	650.00	650.00	650.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	12,838.00	12,838.00	8,138.20	0.00	4,699.80	63.39	1,004.27	0.00
204	PENSIONS	14,460.00	14,460.00	9,609.07	0.00	4,850.93	66.45	1,195.60	0.00
207	MEDICAL INSURANCE	36,714.00	36,714.00	25,695.28	0.00	11,018.72	69.99	3,700.92	0.00
208	DENTAL INSURANCE	381.00	381.00	270.70	0.00	110.30	71.05	39.10	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	42.00	0.00	21.00	66.67	8.00	0.00
212	EMPLOYER MEDICARE	3,002.00	3,002.00	1,903.31	0.00	1,098.69	63.40	234.87	0.00
307	COMMUNICATION	600.00	600.00	150.00	0.00	450.00	25.00	50.00	0.00
320	DUES AND MEMBERSHIPS	4,040.00	4,040.00	7,143.00	0.00	-3,103.00	176.81	0.00	0.00
355	TRAVEL	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
435	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00
599	OTHER CHARGES	1,500.00	1,500.00	1,396.23	0.00	103.77	93.08	0.00	0.00
701	ADMINISTRATION EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	DIRECTOR OF SCHOOLS	287,158.00	287,158.00	191,937.55	0.00	95,220.45	66.84	23,350.23	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72410	OFFICE OF THE PRINCIPAL								
104	PRINCIPALS	952,180.00	952,180.00	634,778.88	0.00	317,401.12	66.67	79,347.36	0.00
117	CAREER LADDER PROGRAM	8,000.00	8,000.00	3,000.00	0.00	5,000.00	37.50	0.00	0.00
139	ASSISTANT PRINCIPALS	1,009,152.00	1,009,152.00	672,760.32	0.00	336,391.68	66.67	84,095.04	0.00
162	CLERICAL PERSONNEL	732,816.00	732,816.00	434,379.83	0.00	298,436.17	59.28	61,866.06	0.00
186	LONGEVITY PAY	35,100.00	35,100.00	34,000.00	0.00	1,100.00	96.87	0.00	0.00
201	SOCIAL SECURITY	169,710.00	169,710.00	103,722.86	0.00	65,987.14	61.12	12,990.94	0.00
204	PENSIONS	191,555.00	191,555.00	124,880.30	0.00	66,674.70	65.19	15,850.29	0.00
207	MEDICAL INSURANCE	416,148.00	416,148.00	347,889.67	0.00	68,258.33	83.60	51,619.66	0.00
208	DENTAL INSURANCE	1,240.00	1,240.00	980.40	0.00	259.60	79.06	145.92	0.00
210	UNEMPLOYMENT COMPENSATION	1,029.00	1,029.00	886.56	0.00	142.44	86.16	183.44	0.00
212	EMPLOYER MEDICARE	39,690.00	39,690.00	24,257.86	0.00	15,432.14	61.12	3,038.20	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	0.00	588.64	0.00	-588.64	0.00	73.58	0.00
320	DUES AND MEMBERSHIPS	2,300.00	2,300.00	0.00	0.00	2,300.00	0.00	0.00	0.00
355	TRAVEL	1,000.00	1,000.00	110.34	0.00	889.66	11.03	0.00	0.00
399	OTHER CONTRACTED SERVICES	13,000.00	13,000.00	13,250.00	0.00	-250.00	101.92	0.00	0.00
435	OFFICE SUPPLIES	6,875.00	6,997.00	2,342.15	1,129.55	3,525.30	49.62	669.55	0.00
599	OTHER CHARGES	150,000.00	150,000.00	92,115.74	943.20	56,941.06	62.04	7,878.87	0.00
701	ADMINISTRATION EQUIPMENT	13,970.00	14,217.00	3,729.16	90.00	10,397.84	26.86	0.00	0.00
---	OFFICE OF THE PRINCIPAL	3,743,765.00	3,744,134.00	2,493,672.71	2,162.75	1,248,298.54	66.66	317,758.91	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72510	FISCAL SERVICES								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	61,160.00	0.00	30,582.00	66.67	7,645.00	0.00
119	ACCOUNTANTS/BOOKKEEPERS	223,092.00	223,092.00	146,066.80	0.00	77,025.20	65.47	18,258.35	0.00
186	LONGEVITY PAY	1,350.00	1,350.00	1,350.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	19,603.00	19,603.00	12,131.85	0.00	7,471.15	61.89	1,475.98	0.00
204	PENSIONS	23,714.00	23,714.00	15,643.33	0.00	8,070.67	65.97	1,942.76	0.00
207	MEDICAL INSURANCE	51,781.00	51,781.00	46,848.82	0.00	4,932.18	90.47	7,960.03	0.00
208	DENTAL INSURANCE	137.00	137.00	95.76	0.00	41.24	69.90	13.68	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	105.00	0.00	42.00	71.43	29.22	0.00
212	EMPLOYER MEDICARE	4,585.00	4,585.00	2,837.31	0.00	1,747.69	61.88	345.19	0.00
317	DATA PROCESSING SERVICES	59,431.00	59,431.00	58,524.84	0.00	906.16	98.48	0.00	0.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	1,000.00	1,000.00	749.69	0.00	250.31	74.97	75.00	0.00
411	DATA PROCESSING SUPPLIES	3,900.00	3,900.00	1,950.21	4.99	1,944.80	50.13	814.87	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	11,425.80	13,896.00	-20,321.80	506.44	248.00	1,284.97
524	STAFF DEVELOPMENT	4,000.00	4,000.00	5,906.02	1,668.70	-3,574.72	189.37	1,500.00	300.00
701	ADMINISTRATION EQUIPMENT	5,000.00	5,000.00	1,536.74	0.00	3,463.26	30.73	0.00	325.00
---	FISCAL SERVICES	494,982.00	494,982.00	366,332.17	15,569.69	113,080.14	77.15	40,308.08	1,909.97

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72520	HUMAN SERVICES/PERSONNEL								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	61,160.00	0.00	30,582.00	66.67	7,645.00	0.00
162	CLERICAL PERSONNEL	58,500.00	58,500.00	39,000.00	0.00	19,500.00	66.67	4,875.00	0.00
186	LONGEVITY PAY	1,300.00	1,300.00	1,300.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	9,396.00	9,396.00	5,927.06	0.00	3,468.94	63.08	722.97	0.00
204	PENSIONS	11,366.00	11,366.00	7,609.58	0.00	3,756.42	66.95	939.01	0.00
207	MEDICAL INSURANCE	30,287.00	30,287.00	21,559.36	0.00	8,727.64	71.18	3,195.16	0.00
208	DENTAL INSURANCE	92.00	92.00	63.84	0.00	28.16	69.39	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	42.00	0.00	21.00	66.67	6.37	0.00
212	EMPLOYER MEDICARE	2,197.00	2,197.00	1,386.17	0.00	810.83	63.09	169.08	0.00
355	TRAVEL	750.00	750.00	148.63	178.20	423.17	43.58	0.00	0.00
435	OFFICE SUPPLIES	2,000.00	2,000.00	132.56	0.00	1,867.44	6.63	36.96	0.00
499	OTHER SUPPLIES AND MATERIALS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	1,500.00	1,500.00	250.00	0.00	1,250.00	16.67	100.00	0.00
599	OTHER CHARGES	9,800.00	9,800.00	3,611.94	28.46	6,159.60	37.15	273.54	0.00
701	ADMINISTRATION EQUIPMENT	2,000.00	2,000.00	379.99	0.00	1,620.01	19.00	379.99	0.00
---	HUMAN SERVICES/PERSONNEL	222,993.00	222,993.00	142,571.13	206.66	80,215.21	64.03	18,352.20	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72610	OPERATION OF PLANT								
166	CUSTODIAL PERSONNEL	1,205,948.00	1,205,948.00	737,798.37	0.00	468,149.63	61.18	99,886.50	0.00
186	LONGEVITY PAY	16,700.00	16,700.00	16,400.00	0.00	300.00	98.20	0.00	0.00
189	OTHER SALARIES & WAGES	0.00	0.00	89.20	0.00	-89.20	0.00	0.00	0.00
201	SOCIAL SECURITY	75,804.00	75,804.00	41,952.21	0.00	33,851.79	55.34	5,483.37	0.00
204	PENSIONS	91,699.00	91,699.00	50,252.76	0.00	41,446.24	54.80	6,696.67	0.00
207	MEDICAL INSURANCE	315,505.00	315,505.00	219,162.72	0.00	96,342.28	69.46	33,234.50	0.00
208	DENTAL INSURANCE	960.00	960.00	597.36	0.00	362.64	62.23	91.20	0.00
210	UNEMPLOYMENT COMPENSATION	1,239.00	1,239.00	713.52	0.00	525.48	57.59	288.17	0.00
212	EMPLOYER MEDICARE	17,728.00	17,728.00	10,081.01	0.00	7,646.99	56.86	1,318.06	0.00
359	DISPOSAL FEES	103,368.00	103,368.00	82,002.30	0.00	21,365.70	79.33	9,127.46	0.00
399	OTHER CONTRACTED SERVICES	11,000.00	11,000.00	0.00	0.00	11,000.00	0.00	0.00	0.00
410	CUSTODIAL SUPPLIES	170,000.00	170,000.00	114,215.75	32,927.60	22,856.65	86.55	9,727.15	23,743.06
415	ELECTRICITY	1,185,000.00	1,185,000.00	787,775.16	0.00	397,224.84	66.48	116,151.23	0.00
434	NATURAL GAS	115,000.00	115,000.00	55,784.29	0.00	59,215.71	48.51	17,290.34	0.00
454	WATER AND SEWER	180,500.00	180,500.00	158,847.08	0.00	21,652.92	88.00	18,279.02	0.00
499	OTHER SUPPLIES AND MATERIALS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
501	BOILER INSURANCE	6,672.00	6,672.00	7,246.00	0.00	-574.00	108.60	0.00	0.00
502	BUILDING AND CONTENTS INSURANC	259,319.00	259,319.00	306,687.00	0.00	-47,368.00	118.27	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
720	PLANT OPERATION EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
---	OPERATION OF PLANT	3,764,442.00	3,764,442.00	2,589,604.73	32,927.60	1,141,909.67	69.67	317,573.67	23,743.06

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72620	MAINTENANCE OF PLANT								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	61,160.00	0.00	30,582.00	66.67	7,645.00	0.00
162	CLERICAL PERSONNEL	40,100.00	40,100.00	26,733.36	0.00	13,366.64	66.67	3,341.67	0.00
167	MAINTENANCE PERSONNEL	621,341.00	621,341.00	382,694.23	0.00	238,646.77	61.59	48,846.54	0.00
186	LONGEVITY PAY	7,000.00	7,000.00	6,975.00	0.00	25.00	99.64	0.00	0.00
189	OTHER SALARIES & WAGES	33,200.00	33,200.00	23,000.00	0.00	10,200.00	69.28	0.00	0.00
201	SOCIAL SECURITY	49,190.00	49,190.00	28,954.61	0.00	20,235.39	58.86	3,495.48	0.00
204	PENSIONS	59,504.00	59,504.00	35,154.83	0.00	24,349.17	59.08	4,294.53	0.00
207	MEDICAL INSURANCE	131,301.00	131,301.00	92,342.06	0.00	38,958.94	70.33	13,799.57	0.00
208	DENTAL INSURANCE	365.00	365.00	273.60	0.00	91.40	74.96	41.04	0.00
210	UNEMPLOYMENT COMPENSATION	336.00	336.00	292.39	0.00	43.61	87.02	102.98	0.00
212	EMPLOYER MEDICARE	11,504.00	11,504.00	6,851.42	0.00	4,652.58	59.56	817.49	0.00
217	RETIREMENT-HYBRID STABILIZATIO	82.00	82.00	27.82	0.00	54.18	33.93	0.00	0.00
307	COMMUNICATION	3,500.00	3,500.00	3,012.49	0.00	487.51	86.07	410.50	0.00
320	DUES AND MEMBERSHIPS	300.00	300.00	475.00	0.00	-175.00	158.33	0.00	0.00
335	MAINTENANCE AND REPAIR SERVICE	310,000.00	310,000.00	451,532.62	121,621.11	-263,153.73	184.89	42,375.25	73,570.12
336	MAINTENANCE AND REPAIR SERVICE	240,000.00	240,000.00	11,665.36	32,903.74	195,430.90	18.57	1,893.05	14,020.52
355	TRAVEL	500.00	500.00	466.74	0.00	33.26	93.35	0.00	0.00
399	OTHER CONTRACTED SERVICES	259,743.00	259,743.00	155,701.35	11,797.39	92,244.26	64.49	3,851.89	10,500.00
499	OTHER SUPPLIES AND MATERIALS	1,000.00	1,000.00	1,039.08	1,135.34	-1,174.42	217.44	108.29	33.68
524	STAFF DEVELOPMENT	1,000.00	1,000.00	291.90	0.00	708.10	29.19	0.00	0.00
599	OTHER CHARGES	4,000.00	4,000.00	20.50	0.00	3,979.50	0.51	0.00	0.00
701	ADMINISTRATION EQUIPMENT	0.00	0.00	0.00	4,198.47	-4,198.47	0.00	0.00	4,198.47
717	MAINTENANCE EQUIPMENT	5,000.00	5,000.00	3,679.00	0.00	1,321.00	73.58	0.00	0.00
---	MAINTENANCE OF PLANT	1,870,708.00	1,870,708.00	1,292,343.36	171,656.05	406,708.59	78.26	131,023.28	102,322.79

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72710	TRANSPORTATION								
105	SUPERVISOR/DIRECTOR	91,742.00	91,742.00	61,160.00	0.00	30,582.00	66.67	7,645.00	0.00
142	MECHANIC(S)	135,298.00	135,298.00	101,065.62	0.00	34,232.38	74.70	13,263.67	0.00
146	BUS DRIVERS	833,190.00	833,190.00	543,881.60	0.00	289,308.40	65.28	75,683.58	0.00
162	CLERICAL PERSONNEL	38,560.00	38,560.00	25,706.64	0.00	12,853.36	66.67	3,213.33	0.00
186	LONGEVITY PAY	21,050.00	21,050.00	21,025.00	0.00	25.00	99.88	0.00	0.00
189	OTHER SALARIES & WAGES	92,869.00	92,869.00	41,975.21	0.00	50,893.79	45.20	6,590.92	0.00
201	SOCIAL SECURITY	75,188.00	75,188.00	41,416.96	0.00	33,771.04	55.08	5,537.00	0.00
204	PENSIONS	90,321.00	90,321.00	54,216.28	0.00	36,104.72	60.03	7,455.55	0.00
207	MEDICAL INSURANCE	413,427.00	413,427.00	341,238.34	0.00	72,188.66	82.54	50,651.54	0.00
208	DENTAL INSURANCE	1,505.00	1,505.00	1,062.48	0.00	442.52	70.60	155.04	0.00
210	UNEMPLOYMENT COMPENSATION	1,218.00	1,218.00	756.41	0.00	461.59	62.10	262.50	0.00
212	EMPLOYER MEDICARE	17,584.00	17,584.00	10,048.43	0.00	7,535.57	57.15	1,332.41	0.00
307	COMMUNICATION	2,000.00	2,000.00	1,477.24	0.00	522.76	73.86	152.95	0.00
340	MEDICAL AND DENTAL SERVICES	8,000.00	8,000.00	3,875.00	650.00	3,475.00	56.56	385.00	1,500.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	31,000.00	31,000.00	22,334.25	0.00	8,665.75	72.05	342.22	0.00
412	DIESEL FUEL	250,000.00	250,000.00	159,188.43	49,161.71	41,649.86	83.34	57,170.34	0.00
425	GASOLINE	65,000.00	65,000.00	52,172.11	37,618.81	-24,790.92	138.14	13,060.01	0.00
450	TIRES AND TUBES	30,000.00	30,000.00	19,658.71	4,841.29	5,500.00	81.67	18,536.00	0.00
453	VEHICLE PARTS	70,000.00	70,000.00	58,926.97	50,383.44	-39,310.41	156.16	3,059.67	2,261.83
511	VEHICLE AND EQUIPMENT INSURANC	64,830.00	64,830.00	71,725.00	0.00	-6,895.00	110.64	0.00	0.00
514	DEPRECIATION	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
524	STAFF DEVELOPMENT	0.00	0.00	4,275.00	0.00	-4,275.00	0.00	0.00	0.00
599	OTHER CHARGES	27,200.00	27,200.00	32,001.36	11,180.74	-15,982.10	158.76	5,071.34	1,626.13
729	TRANSPORTATION EQUIPMENT	5,000.00	5,000.00	11,406.63	0.00	-6,406.63	228.13	0.00	7,064.00
---	TRANSPORTATION	2,366,482.00	2,366,482.00	1,680,593.67	153,835.99	532,052.34	77.52	269,568.07	12,451.96

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72810	CENTRAL AND OTHER								
162	CLERICAL PERSONNEL	38,940.00	38,940.00	25,960.00	0.00	12,980.00	66.67	3,245.00	0.00
186	LONGEVITY PAY	500.00	500.00	500.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	2,445.00	2,445.00	1,517.76	0.00	927.24	62.08	183.49	0.00
204	PENSIONS	2,958.00	2,958.00	1,984.54	0.00	973.46	67.09	243.38	0.00
206	LIFE INSURANCE	18,000.00	18,000.00	10,538.64	0.00	7,461.36	58.55	1,505.52	0.00
207	MEDICAL INSURANCE	115,041.00	115,041.00	87,947.11	0.00	27,093.89	76.45	12,485.43	0.00
210	UNEMPLOYMENT COMPENSATION	21.00	21.00	19.48	0.00	1.52	92.76	9.74	0.00
212	EMPLOYER MEDICARE	572.00	572.00	354.94	0.00	217.06	62.05	42.91	0.00
299	OTHER FRINGE BENEFITS	68,000.00	68,000.00	44,926.00	0.00	23,074.00	66.07	6,418.00	0.00
307	COMMUNICATION	13,000.00	13,000.00	643.71	0.00	12,356.29	4.95	78.05	0.00
348	POSTAL CHARGES	10,000.00	10,000.00	5,139.90	0.00	4,860.10	51.40	3,958.94	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	1,518.93	1,178.60	2,302.47	53.95	0.00	168.50
599	OTHER CHARGES	15,000.00	15,000.00	20,580.17	0.00	-5,580.17	137.20	1,058.55	0.00
---	CENTRAL AND OTHER	289,477.00	289,477.00	201,631.18	1,178.60	86,667.22	70.06	29,229.01	168.50

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73100	FOOD SERVICE								
105	SUPERVISOR/DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
165	CAFETERIA PERSONNEL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
201	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
204	PENSIONS	0.00	0.00	-353.24	0.00	353.24	0.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	0.00	0.00	10.89	0.00	-10.89	0.00	0.00	0.00
212	EMPLOYER MEDICARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
422	FOOD SUPPLIES	0.00	0.00	4,577.55	0.00	-4,577.55	0.00	0.00	0.00
---	FOOD SERVICE	0.00	0.00	4,235.20	0.00	-4,235.20	0.00	0.00	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73300	COMMUNITY SERVICES								
105	SUPERVISOR/DIRECTOR	0.00	81,350.00	37,731.06	0.00	43,618.94	46.38	5,627.67	0.00
116	TEACHERS	0.00	125,937.00	66,754.50	0.00	59,182.50	53.01	9,293.00	0.00
163	EDUCATIONAL ASSISTANTS	0.00	5,083.60	3,588.45	0.00	1,495.15	70.59	678.95	0.00
201	SOCIAL SECURITY	0.00	13,204.18	6,362.20	0.00	6,841.98	48.18	915.27	0.00
204	PENSIONS	0.00	21,935.97	7,677.80	0.00	14,258.17	35.00	1,121.72	0.00
210	UNEMPLOYMENT COMPENSATION	0.00	0.00	57.54	0.00	-57.54	0.00	13.23	0.00
212	EMPLOYER MEDICARE	0.00	3,088.06	1,487.95	0.00	1,600.11	48.18	214.03	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	0.00	360.04	0.00	-360.04	0.00	54.38	0.00
422	FOOD SUPPLIES	0.00	10,540.00	3,916.71	0.00	6,623.29	37.16	474.34	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	0.00	13,861.19	0.00	0.00	13,861.19	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	0.00	2,000.00	795.78	0.00	1,204.22	39.79	99.99	0.00
524	STAFF DEVELOPMENT	0.00	3,000.00	2,253.60	0.00	746.40	75.12	0.00	0.00
---	COMMUNITY SERVICES	0.00	280,000.00	130,985.63	0.00	149,014.37	46.78	18,492.58	0.00

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73400	EARLY CHILDHOOD EDUCATION								
116	TEACHERS	126,920.00	126,920.00	77,616.28	0.00	49,303.72	61.15	11,088.04	0.00
163	EDUCATIONAL ASSISTANTS	35,396.00	35,396.00	20,647.34	0.00	14,748.66	58.33	2,949.62	0.00
186	LONGEVITY PAY	1,550.00	1,550.00	1,550.00	0.00	0.00	100.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	1,500.00	1,500.00	1,843.40	0.00	-343.40	122.89	180.00	0.00
201	SOCIAL SECURITY	10,253.00	10,253.00	5,935.88	0.00	4,317.12	57.89	831.14	0.00
204	PENSIONS	11,405.00	11,405.00	6,941.52	0.00	4,463.48	60.86	976.32	0.00
207	MEDICAL INSURANCE	25,286.00	25,286.00	15,661.09	0.00	9,624.91	61.94	2,307.73	0.00
208	DENTAL INSURANCE	137.00	137.00	95.76	0.00	41.24	69.90	13.68	0.00
210	UNEMPLOYMENT COMPENSATION	105.00	105.00	63.66	0.00	41.34	60.63	18.11	0.00
212	EMPLOYER MEDICARE	2,398.00	2,398.00	1,394.19	0.00	1,003.81	58.14	194.40	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	2,800.00	2,800.00	9,901.13	0.00	-7,101.13	353.61	0.00	9,385.47
524	STAFF DEVELOPMENT	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
---	EARLY CHILDHOOD EDUCATION	219,250.00	219,250.00	141,650.25	0.00	77,599.75	64.61	18,559.04	9,385.47

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
76100	REGULAR CAPITAL OUTLAY								
706		0.00	1,352,920.71	18,455.00	97,906.00	1,236,559.71	8.60	18,455.00	0.00
707	BUILDING IMPROVEMENTS	0.00	215,228.48	0.00	0.00	215,228.48	0.00	0.00	0.00
799	OTHER CAPITAL OUTLAY	1,700,000.00	1,700,000.00	912,267.14	1,759,845.18	-972,112.32	157.18	229,297.52	1,713,945.31
---	REGULAR CAPITAL OUTLAY	1,700,000.00	3,268,149.19	930,722.14	1,857,751.18	479,675.87	85.32	247,752.52	1,713,945.31

Obj	Obj	2023-24 Original Budget	2023-24 Revised Budget	2023-24 FYTD Activity	Encumbered Amount	2023-24 FYTD Unencumbered Bal	2023-24 FYTD %	February 2023-24 Monthly Activity	2023-24 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
99100									
590	TRANSFERS TO OTHER FUNDS	318,000.00	518,000.00	518,000.00	0.00	0.00	100.00	318,000.00	0.00
---		318,000.00	518,000.00	518,000.00	0.00	0.00	100.00	318,000.00	0.00
---	GENERAL PURPOSE SCHOOL	53,342,480.00	56,203,744.34	34,295,053.88	2,824,224.14	19,084,466.32	66.04	4,922,023.04	2,541,801.87

<u>Obj</u>	<u>Obj</u>	<u>2023-24</u> <u>Original Budget</u>	<u>2023-24 Revised</u> <u>Budget</u>	<u>2023-24</u> <u>FYTD Activity</u>	<u>Encumbered</u> <u>Amount</u>	<u>2023-24 FYTD</u> <u>Unencumbered Bal</u>	<u>2023-24</u> <u>FYTD %</u>	<u>February 2023-24</u> <u>Monthly Activity</u>	<u>2023-24</u> <u>Enc Carry Forward</u>
	Grand Expense Totals	53,342,480.00	56,203,744.34	34,295,053.88	2,824,224.14	19,084,466.32	66.04	4,922,023.04	2,541,801.87

Number of Accounts: 652

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

Acct	Acct Description	2023-24	2023-24	2023-24	2023-24	2023-24	Unexpended	February 2023-24
		Original Budget	Budget Revisions	Revised Budget	FYTD Activity	FYTD %		
141	GENERAL PURPOSE SCHOOL							
40110	CURRENT PROPERTY TAX	9,217,710.00	0.00	9,217,710.00	8,765,899.54	95.10	451,810.46	3,311,212.84
40120	TRUSTEE'S COLLECTIONS - PRIOR	149,934.00	0.00	149,934.00	133,760.76	89.21	16,173.24	37,518.98
40125	TRUSTEE'S COLLECTIONS - BANKRU	5,000.00	0.00	5,000.00	6,798.07	135.96	-1,798.07	5,549.72
40130	CIR CLK/CLK & MASTER COLLECTIO	51,676.00	0.00	51,676.00	40,096.20	77.59	11,579.80	653.20
40140	INTEREST AND PENALTY	30,513.00	0.00	30,513.00	29,129.67	95.47	1,383.33	18,225.18
401--	COUNTY PROPERTY TAXES	9,454,833.00	0.00	9,454,833.00	8,975,684.24	94.93	479,148.76	3,373,159.92
40210	LOCAL OPTION SALES TAX	2,183,549.00	0.00	2,183,549.00	2,992,313.04	137.04	-808,764.04	518,042.22
40275	MIXED DRINK TAX	6,000.00	0.00	6,000.00	14,187.54	236.46	-8,187.54	1,857.75
402--	COUNTY LOCAL OPTION TAXES	2,189,549.00	0.00	2,189,549.00	3,006,500.58	137.31	-816,951.58	519,899.97
41110	MARRIAGE LICENSES	1,867.00	0.00	1,867.00	1,463.00	78.36	404.00	76.00
411--	LICENSES	1,867.00	0.00	1,867.00	1,463.00	78.36	404.00	76.00
43517	TUITION - OTHER	75,000.00	0.00	75,000.00	131,624.20	175.50	-56,624.20	40,525.00
43570	RECEIPTS FROM INDIVIDUAL SCHOO	50,000.00	0.00	50,000.00	52,180.85	104.36	-2,180.85	7,120.44
43583	TBI CRIMINAL BACKGROUND FEE	500.00	0.00	500.00	399.65	79.93	100.35	143.60
435--	EDUCATION CHARGES	125,500.00	0.00	125,500.00	184,204.70	146.78	-58,704.70	47,789.04
43990	OTHER CHARGES FOR SERVICES	40,000.00	0.00	40,000.00	26,251.50	65.63	13,748.50	0.00
439--		40,000.00	0.00	40,000.00	26,251.50	65.63	13,748.50	0.00
44130	SALE OF MATERIALS AND SUPPLIES	3,000.00	0.00	3,000.00	4,385.20	146.17	-1,385.20	419.40
44170	MISCELLANEOUS REFUNDS	80,000.00	0.00	80,000.00	100,421.87	125.53	-20,421.87	38,603.49
441--	RECURRING ITEMS	83,000.00	0.00	83,000.00	104,807.07	126.27	-21,807.07	39,022.89
44530	SALE OF EQUIPMENT	3,000.00	0.00	3,000.00	22,545.00	751.50	-19,545.00	22,545.00
44560	DAMAGES RECOVERED FROM INDIVID	1,000.00	0.00	1,000.00	1,012.50	101.25	-12.50	200.00
445--	NONRECURRING ITEMS	4,000.00	0.00	4,000.00	23,557.50	588.94	-19,557.50	22,745.00
46510	TISA	38,085,621.00	0.00	38,085,621.00	26,884,867.24	70.59	11,200,753.76	3,791,107.32

Acct	Acct Description	2023-24	2023-24	2023-24	2023-24	2023-24	Unexpended	February 2023-24
		Original Budget	Budget Revisions	Revised Budget	FYTD Activity	FYTD %		
141	GENERAL PURPOSE SCHOOL							
46515	EARLY CHILDHOOD EDUCATION	193,519.00	0.00	193,519.00	97,138.98	50.20	96,380.02	16,120.27
46550	DRIVER EDUCATION	15,662.00	0.00	15,662.00	0.00	0.00	15,662.00	0.00
46590	OTHER STATE EDUCATION FUNDS	0.00	2,157,834.80	2,157,834.80	0.00	0.00	2,157,834.80	0.00
465--	STATE EDUCATION FUNDS	38,294,802.00	2,157,834.80	40,452,636.80	26,982,006.22	66.70	13,470,630.58	3,807,227.59
46610	CAREER LADDER PROGRAM	58,350.00	0.00	58,350.00	38,164.66	65.41	20,185.34	0.00
466--	CAREER LADDER PROGRAM	58,350.00	0.00	58,350.00	38,164.66	65.41	20,185.34	0.00
46790	OTHER VOCATIONAL	0.00	0.00	0.00	115,606.29	0.00	-115,606.29	44,321.55
467--	VOCATIONAL	0.00	0.00	0.00	115,606.29	0.00	-115,606.29	44,321.55
46851	STATE REVENUE SHARING -T.V.A.	190,000.00	0.00	190,000.00	158,878.28	83.62	31,121.72	0.00
468--	OTHER STATE REVENUES	190,000.00	0.00	190,000.00	158,878.28	83.62	31,121.72	0.00
46980		0.00	220,478.54	220,478.54	0.00	0.00	220,478.54	0.00
469--		0.00	220,478.54	220,478.54	0.00	0.00	220,478.54	0.00
47147	SAFE AND DRUG-FREE SCHOOLS-ST	0.00	280,000.00	280,000.00	110,323.40	39.40	169,676.60	17,377.76
471--	FEDERAL THROUGH STATE	0.00	280,000.00	280,000.00	110,323.40	39.40	169,676.60	17,377.76
49700	INSURANCE RECOVERY	2,000.00	0.00	2,000.00	157,760.49	7,888.02	-155,760.49	0.00
497--	INSURANCE RECOVERY	2,000.00	0.00	2,000.00	157,760.49	7,888.02	-155,760.49	0.00
-----	GENERAL PURPOSE SCHOOL	50,443,901.00	2,658,313.34	53,102,214.34	39,885,207.93	75.11	13,217,006.41	7,871,619.72

Acct	Acct Description	2023-24 Original Budget	2023-24 Budget Revisions	2023-24 Revised Budget	2023-24 FYTD Activity	2023-24 FYTD %	Unexpended Balance	February 2023-24 Monthly Activity
	Grand Revenue Totals	50,443,901.00	2,658,313.34	53,102,214.34	39,885,207.93	75.11	13,217,006.41	7,871,619.72

Number of Accounts: 34

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



Linking Learning to Life

# Travel Request

Organization: Principles of Machining IIA Destination: Matrix Drilling

Date of Trip: 3/20/2024 Purpose of Trip: Allow students to see how their work compares to real world

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 2nd Block students

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

(Use back if more space is needed)

School System Participants (please print):

Danny Pickle

(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 Pickle Date: 3/1/2024

Teacher/Sponsor

Approved by: [Signature] Date: 3/15/24  
Principal

Approved by: [Signature] Date: 3/15/24  
Director of Schools



Linking Learning to Life

# Travel Request

Organization: Spot Lowe Destination: Marelli

Date of Trip: 3/20/2024 Purpose of Trip: See real world applications

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  1st block students \_\_\_\_\_

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

(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 Pickle Date: 3/1/2024  
Teacher/Sponsor

Approved by: [Signature] Date: 3/15/24  
Principal

Approved by: [Signature] Date: 3-15-24  
Director of Schools



# Travel Request

Organization Algebra I students Destination UT Southern - Pulaski

Date of Trip 4-2-24 Purpose of Trip Math Competition

Mode of Transportation: Bus with MCHS - Gina Ervin

Is school system transportation/personnel required?  Yes  No - Already arranged

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

Student Participants (please print):

Annabelle Chamberlain Alt. Charleigh Bailey

Megan McDowell

Jonathan Nava Corona

Brianna Hill

(Use back if more space is needed)

School System Participants (please print):

Amy Harwell

Gina Ervin

(Use back if more space is needed)

Volunteer Participants (please print):

N/A

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Amy Harwell, Ed.D. Date: 3-15-24  
Teacher/Sponsor

Approved by: [Signature] Date: 3-15-24  
Principal

Approved by: [Signature] Date: 3-15-24  
Director of Schools



# Travel Request

Organization MCHS Math Department Destination UT Southern in Pulaski

Date of Trip 4-2-24 Purpose of Trip Mathematics Contest

Mode of Transportation: school bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

see attached sheet

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

(Use back if more space is needed)

School System Participants (please print):

Gina Ervin

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

(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: Gina Ervin Date: 3-15-24

Teacher/Sponsor

Approved by:  Date: 3/15/24

Principal

Approved by:  Date: 3-18-24

Director of Schools



# Travel Request

Organization LMS Softball Destination Ridley Park

Date of Trip April 2nd Purpose of Trip Exposure for college

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):

LMS Softball Team

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

LMS Softball Team Coaches

(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: Carson Collier Date: 3-22-24  
Teacher/Sponsor

Approved by: Charles [Signature] Date: 3-22-24  
Principal

Approved by: Carol Powell Date: 4-1-24  
Director of Schools



# Travel Request

*Linking Learning to Life*

Organization: Engineering 3rd block      Destination: Talos Engineering

Date of Trip: April 4th      Purpose of Trip: Career research

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):

Student list attached \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

William Conger    Beth Stockwell \_\_\_\_\_

(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 William Conger Date: 3/19/2024  
Teacher/Sponsor

Approved by: [Signature] Date: 3/19/24  
Principal

Approved by: [Signature] Date: 3-20-24  
Director of Schools



# Travel Request

Organization CHES Kindergarten Destination Lucky Ladd 4374 Rocky Glade Rd  
Eagleville

Date of Trip 4/10/24 Purpose of Trip \_\_\_\_\_

Mode of Transportation: 2 Buses

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 Kindergarten Students  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Townsend Stacey Whitley Clark Helmick  
Coleman Rollins Pendley Lewis - Sped Assistant

(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: C. Whitley Date: 3/22/24  
Teacher/Sponsor

Approved by: Deann Hixley Date: 3/22/24  
Principal

Approved by: Jacob Powell Date: 3-21-24  
Director of Schools



Linking Learning to Life

# Travel Request

Organization Intro. to Teaching Destination Little Tikes  
 Date of Trip 4-11-24 Purpose of Trip teach PreK literacy lesson  
 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 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):

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

(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: 3/13/24  
Teacher/Sponsor

Approved by: [Signature] Date: 3/13/24  
Principal

Approved by: [Signature] Date: 3-11-24  
Director of Schools



# Marshall Co High School Class List

Year: 2023-2024  
Report: STU408.L

Section ID <b>6123T.003</b>	Period <b>2</b>	Course ID <b>6123T</b>	Course Title <b>Intro to Teaching as a Pro</b>	Teacher Name <b>Brewer, Mary L.</b>	Room Name <b>125</b>
Meet Days <b>M2, T2, W2, R2, F2</b>					

Student Name
Brown, Lailani R.
Ferman-Cruz, Janelly A.
Green, Araya C.
Harney, Jayce D.
Hernandez, Andric G.
Jones, Aja S.
Lewie, Leah R.
Morano, Adriana A.
Owens, Samaria R.
Price, Maya E.
Roberts, Braxton L.
Robison, Mackensie R.
Scribner, Georgia G.
Stewart, Anna G.
Velazquez, Lesli C.
Wolf, Mia L.

Total Male: 4 Total Female: 12 Total Students: 16



# Travel Request

Linking Learning to Life

Organization: Cosmetology I Destination: O' Snip Hair Salon

Date of Trip: 4/11/2024 Purpose of Trip: Tour salon of former Cosmetology students

Mode of Transportation: MCBOE 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: Cosmetology I 3rd Block

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

(Use back if more space is needed)

School System Participants (please print): Genia Borton

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

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Genia Borton - Teacher/Sponsor

Date: 4/5/2024

Approved by: Frank Murray  
Principal

Date: 4/5/24

Approved by: David Powell  
Director of Schools

Date: 4-5-24





# Travel Request

Linking Learning to Life

Organization: Spot Lowe Welding      Destination: Capstone Fab

Date of Trip: 4/11/24      Purpose of Trip: Real World Applications

Mode of Transportation: Bus

Is school system transportation/personnel required? yes

If school system transportation/personnel is required, has the Bus Garage been notified? yes

Student Participants (please print):

1st block welding students \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

Cody Gibson

(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 l-12 Date: 4/5/24  
Teacher/Sponsor

Approved by: Frank Morgan Date: 4/5/24  
Principal

Approved by: Jacol Lovell Date: 4-8-24  
Director of Schools



# Travel Request

*Linking Learning to Life*

Organization: Southern Carton - 2nd Block

Date of Trip: April 11th Purpose of Trip: Real World Applications

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):

Student list attached \_\_\_\_\_

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

(Use back if more space is needed)

School System Participants (please print):

Blair Conger Beth Stockwell \_\_\_\_\_

(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 Walter Culp  
Teacher/Sponsor

Date: 4/5/24

Approved by: Frank Morgan  
Principal

Date: 4/5/24

Approved by: Carol Howell  
Director of Schools

Date: 4-8-24



# Travel Request

*Linking Learning to Life*

Organization: Cosmetology IV

Destination: Studio 7 Salon

Date of Trip: 4/12/24 Purpose of Trip: Tour and watch skin service

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 -Cosmetology 1st block \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print): Genia Borton

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Genia Borton- Teacher/Sponsor

Date: 4/4/24

Approved by: Frank Morgan

Date: 4/4/24

Principal

Approved by: Scott Sorrelli

Date: 4-4-24

Director of Schools



Linking Learning to Life

# Travel Request

Organization ESL Group (CVHS) Destination Space & Rocket Center, Huntsville

Date of Trip 5/3/24 Purpose of Trip

Educate Students 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>Michael Flores Palma</u>	<u>Rajvi Patel</u>
<u>Lizzeth Aviles</u>	<u>Joseph Flores Palma</u>
<u>Yolany Flores Palma</u>	<u>Juan Pence</u>
<u>Valeria Mendez</u>	

(Use back if more space is needed)

School System Participants (please print):

Erin Glass

Julie Thomas

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

\_\_\_\_\_ Teacher/Sponsor

Principal Approved by: [Signature] Date: 3/21/24

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

Carol Lovell 3-21-24



# Travel Request

1647 Mallery Lane  
Brentwood, TN 37027

Organization CHES Top Readers Destination Sky Zone Nashville

Date of Trip May 9, 2024 Purpose of Trip to reward top readers

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):

\* Will be determined closer to time of trip  
\* List will be sent as soon as it is determined

(Use back if more space is needed)

School System Participants (please print):

\* Will be determined closer to time of trip  
\* List will be sent as soon as it is determined

(Use back if more space is needed)

Volunteer Participants (please print):

Ø

(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: Jennifer Lynch / Librarian Date: 3/21/24  
Teacher/Sponsor

Approved by: Dawn Haley Date: 3/21/24  
Principal

Approved by: Gaol Powell Date: 3-21-24  
Director of Schools



Linking Learning to Life

# Travel Request

Organization Intro. to Teaching Destination Little Tikes  
 Date of Trip 4-11-24 Purpose of Trip teach PreK literacy lesson  
 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 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):

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

(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: 3/13/24  
 Teacher/Sponsor

Approved by: [Signature] Date: 3/13/24  
 Principal

Approved by: [Signature] Date: 3-11-24  
 Director of Schools



# Travel Request

Linking Learning to Life

Organization SDC Intro to Teaching Destination Dak Grove

Date of Trip 5/2/24 Purpose of Trip lead field day activities

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 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):

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

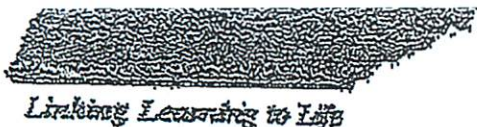
(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

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

Travel Requested by: Mary Brewer Date: 3/13/24  
Teacher/Sponsor

Approved by: [Signature] Date: 3/13/24  
Principal

Approved by: [Signature] Date: 3-11-24  
Director of Schools



# Travel Request

Organization DHIS Destination HHSP

Date of Trip 5-2-24 Purpose of Trip reward

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):

4th grade  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Jenefer Pate Kaitlyn Jones Angel Anderson  
Lauren Hitchcock Ashley Moorehead Kolby Benderman

(Use back if more space is needed)

Volunteer Participants (please print):

Ø  
\_\_\_\_\_  
\_\_\_\_\_

(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: Jenefer Pate Date: 3-11-24  
Teacher/Sponsor

Approved by: Robert G. Reasons Date: 3-11-24  
Principal

Approved by: Facol Powell Date: 3-15-24  
Director of Schools



Linking Learning to Life

# Travel Request

Organization ESL Group (CVHS) Destination Space & Rocket Center, Huntsville

Date of Trip 5/3/24 Purpose of Trip

Educate Students 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>Michael Flores Palma</u>	<u>Rajvi Patel</u>
<u>Lizzeth Aviles</u>	<u>Joseph Flores Palma</u>
<u>Yolany Flores Palma</u>	<u>Juan Pence</u>
<u>Valeria Mendez</u>	

(Use back if more space is needed)

School System Participants (please print):

<u>Erin Glass</u>
<u>Julie Thomas</u>

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

\_\_\_\_\_ Teacher/Sponsor

Principal Approved by: [Signature] Date: 3/21/24

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

Carol Lovell 3-21-24



# Travel Request

1647 Mallery Lane  
Brentwood, TN 37027

Organization CHES Top Readers Destination Sky Zone Nashville

Date of Trip May 9, 2024 Purpose of Trip to reward top readers

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):

\* Will be determined closer to time of trip  
\* List will be sent as soon as it is determined

(Use back if more space is needed)

School System Participants (please print):

\* Will be determined closer to time of trip  
\* List will be sent as soon as it is determined

(Use back if more space is needed)

Volunteer Participants (please print):

Ø

(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: Jennifer Lynch / Librarian Date: 3/21/24  
Teacher/Sponsor

Approved by: Deane Holey Date: 3/21/24  
Principal

Approved by: Gaol Powell Date: 3-21-24  
Director of Schools

# Travel Request

Organization 6<sup>th</sup> Grade Class Destination Henry Horton State Park

Date of Trip May 10, 2024 Purpose of Trip "End of Year" Trip

Mode of Transportation: Bus

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

6<sup>th</sup> Grade Class  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Use back if more space is needed)

School System Participants (please print):

6<sup>th</sup> Grade Classroom Teachers  
\_\_\_\_\_  
(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 N/A  
(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

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

Travel Requested by: Sheila Edde Date: March 8, 2024  
Teacher/Sponsor

Approved by: Robert J. Reasonover Date: 3-8-24  
Principal

Approved by: Carol Lovell Date: 3-15-24  
Director of Schools



# Travel Request

Organization 8th grade Destination Tenn Pin Bowley Alley

Date of Trip 5/15/24 Purpose of Trip Reward

Mode of Transportation: 3 busses, 1 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): 8th grade students  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Curny Lightfoot Stacey  
Hickerson Perryman Bragg

(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: Nickie Curny Date: 3/11/24

Approved by: [Signature] Date: 3/12/24  
Principal

Approved by: [Signature] Date: 3-12-24  
Director of Schools



# Travel Request

RECEIVED APR 04 2024

Organization C.H.E.S. Destination Henry Horton Park

Date of Trip 5/15/24 Purpose of Trip visit Henry Horton Park

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):

C.H.E.S. Second Grade

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Melissa McClaran Sara Harn's Kendra Burkett Lisa Herron

Shawna Bourne Crystal Smith Natalie Lampley

Amanda Chilton

(Use back if more space is needed)

Volunteer Participants (please print):

NA

(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: Melissa McClaran Date: 4/4/24

Teacher/Sponsor

Approved by: Dawn Haley Date: 4/4/24

Principal

Approved by: Carol Lovell Date: 4-4-24

Director of Schools

# Travel Request

Organization 5<sup>th</sup> grade Destination Henry Horton State Park

Date of Trip 5.16.24 Purpose of Trip end of year trip

Mode of Transportation: bus

Is school system transportation/personnel required?  Yes  No spare bus

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

Student Participants (please print):

5<sup>th</sup> grade class  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Use back if more space is needed)

School System Participants (please print):

Tara Stacey Carrie Thrasher Jaime Morgan  
Shawn Bollins Anna Wright Renee Graves  
(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: Jarac Stacey Date: 3.8.24  
Teacher/Sponsor

Approved by: [Signature] Date: 3.11.24  
Principal

Approved by: [Signature] Date: 3.15.24  
Director of Schools



REQUEST FOR USE OF Westhills Playground  
(SCHOOL)

Area/Room of the building requested Softball Practice field  
 Name/Type of event to be held Softball Practice  
 Date of the event M-F Feb.-May 2024 Time 6pm  
 Organization/Person requesting use Rebecca Spires  
 Name of insurance company Sadler Company inc. Amount of coverage 1,000,000  
\*Minimum coverage of \$1,000,000 required  
 Contact person for organization using building Rebecca or Cody Spires  
 Address 412 Morningside Dr. Phone 931-626-4469 Cell 931-374-2948  
Chapel Hill, TN

**RESPONSIBILITY OF PERSON REQUESTING USE**

I understand I am responsible for opening, preparing, supervising, securing, and cleaning the building and returning the building to its original state before use. A school employee must be present during the use of the building.

Signature of person requesting use Rebecca Spires Date 2/26/24  
 Signature of principal Carrie Hubbard Date 2.27.24  
 Signature of Director of Schools for approval Carol Lovell Date 3-18-24

**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 school 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.



REQUEST FOR USE OF \_\_\_\_\_  
(SCHOOL)

Area/Room of the building requested Auditorium & Eating Area  
Name/Type of event to be held Benefit for Police Dept. (Gospel Singing)  
Date of the event March 16, 2024 Time 9am - 4:00 p.m.  
Organization/Person requesting use Mark Sartain (GMFA)  
Name of insurance company Landers Amount of coverage 2,000,000  
\*Minimum coverage of \$1,000,000 required  
Contact person for organization using building Mark Sartain  
Address 308 Nathan St. Chapel Hill Phone 931-215-5720 Cell Same

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 Mark Sartain Date 3-7-24  
Signature of principal [Signature] Date 3/7/24  
Signature of Director of Schools for approval [Signature] Date 3-12-24

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 CVHS Softball Field and Spencer Mitchell Building

Name/Type of event to be held Baseball Practice Spring and Summer

Date of the event 3/20/24-8/31/24 Time 12:00PM-7:00PM

Organization/Person requesting use Chris Spivy

Name of insurance company Chapell Insurance Agency Amount of coverage 2,000,000

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

Contact person for organization using building Chris Spivy

Address 2475 Red Nix Rd. Cornersville, TN 37 Phone 931-309-0320 Cell 931-309-0320

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 Chris Spivy Digitally signed by Chris Spivy  
Date: 2024.03.20 10:54:09 -05'00'

Date 3/20/24

Signature of principal [Handwritten Signature]

Date 3/20/24

Signature of Director of Schools for approval [Handwritten Signature]

Date 3-20-24

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 Dale Henson  
(SCHOOL)

Area/Room of the building requested Gym  
Name/Type of event to be held CHYFL Registration/Sizing  
Date of the event May 8, 2024 and May 19, 2024 Time 5/8: 5p-8pm and 5/19: 2p-5pm  
Organization/Person requesting use Chapel Hill Youth Football League  
Name of insurance company Sadler and Co Amount of coverage 1 Mil  
Contact person for organization using building Amy King \*Minimum coverage of \$1,000,000 required  
Address \_\_\_\_\_ Phone \_\_\_\_\_ Cell 615-596-5347

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 Amy R King Date 03/14/2024  
Signature of principal Robert J Reasonover Date 3/14/24  
Signature of Director of Schools for approval Carol Sorrells Date 3-15-24

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11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.



REQUEST FOR USE OF Babe Ruth Park  
(SCHOOL)

Area/Room of the building requested Babe Ruth Park

Name/Type of event to be held Rodeo

Date of the event June 14 & 15 Time 8 p.m.

Organization/Person requesting use Tom Bourne & Southern Rodeo Co.

Name of insurance company Lexington Insurance Amount of coverage 1000000/2000000  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building \_\_\_\_\_

Address Robin Brooks Phone 404-597-5463 Cell same

Southern Rodeo Company

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 Robin H. Brooks Date 2-19-24

Signature of principal [Signature] Date 2/27/24

Signature of Director of Schools for approval [Signature] Date 3-19-24

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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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.
9. 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.
10. When a third-party vendor uses a facility and a custodian is used, a fee of \$25 per hour plus the fixed Medicare, Social Security, and retirement rates must be paid to the Central Office.
11. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.
12. When a third-party vendor uses a facility and other school personnel are used, a fee of \$30 per hour plus fixed charges Medicare, Social Security, and retirement rates must be paid to the Central Office.



REQUEST FOR USE OF Oak Grove Elementary School  
(SCHOOL)

Area/Room of the building requested Music Room and Gym

Name/Type of event to be held Music Camp

Date of the event July 8-12 Time 9 am - 11 am daily

Organization/Person requesting use Anna Beth Grant (Music Teacher)

Name of insurance company School employee Amount of coverage \_\_\_\_\_  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Anna Beth Grant

Address 143 Charlie Shaw Rd Phone 931-637-1400 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 Anna Beth Grant Date 3-22-24

Signature of principal [Signature] Date 3.22.24

Signature of Director of Schools for approval Gacob Sorrell Date 3-22-24

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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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.