

# Regular Board Meeting

February 10, 2025 6:00 PM

MCBOE

1. Agenda	Julie Keny Cathey
2. Recognitions	
1. MCHS Student	Jacob Sorrells, Justin Perry
2. National School Counseling Week	Jacob Sorrells, Ginger Tepedino, Principals
3. Novice Teachers of the Year	Jacob Sorrells, Tammy Lewis, Beth Smith
3. Public Comment	
4. Committee Reports/Schedule Committee Meetings	
5. Consent Agenda	
1. Minutes	
2. Special Course Approval Modern History	
3. Out of State Overnight Travel - MCHS Student Council - Jostens Renaissance National Conference - Gaylord Pacific, Chula Vista, CA	
6. Director of Schools Posting Announcement/Timeline	Julie Keny Cathey
7. Resolutions	Jacob Sorrells, Chris Lowe
1. Resolution No. 25-01- A Resolution To Approve A Building Program For The Marshall County Board of Education	Jacob Sorrells, Chris Lowe
2. Resolution No. 25-01- Budget Amendment Education Capital Projects Fund 177	Jacob Sorrells, Chris Lowe, Chris Spivy
3. Resolution No. 25-01- Budget Amendment General Purpose School Fund 141	Jacob Sorrells, Chris Lowe, Dwayne Robinson
4. Updated Resolution No. 25-02- Budget Amendment General Purpose School Fund (141)	Jacob Sorrells, Chris Lowe, Dwayne Robinson
8. County Request to Increase the Debt Limit	Jacob Sorrells, Chris Lowe
9. Federal Budget Revisions	Jacob Sorrells, Chris Lowe
1. Title I Revision #4	Jacob Sorrells, Chris Lowe
2. Title II Revision #4	Jacob Sorrells, Chris Lowe
3. IDEA-B Revision #4	Jacob Sorrells, Chris Lowe
4. IDEA Preschool Revision #4	Jacob Sorrells, Chris Lowe
10. New Business	
1. Virtual School - loss of enrollment	Jacob Sorrells, Chris Lowe, Ginger Tepedino, Beth Smith, Tammy Lewis, Chris Spivy
11. Director's Report	Jacob Sorrells
12. Adjourn	Julie Keny Cathey
13. FYI	
1. Approved Fundraisers	
2. Free and Reduced	
3. Monthly Financial Reports	

4. Travel Requests

5. Use of Facility Requests

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in September</b>	Descriptor Term:  <b>Agendas</b>	Descriptor Code: <b>1.403</b>	Issued Date: <b>07/12/21</b>
		Rescinds: <b>1.403</b>	Issued: <b>11/09/20</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.

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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## 2025 School Counselors

<b><u>School</u></b>	<b><u>Counselor</u></b>
<b>Delk-Henson</b>	<b>Mignonne Sawyer</b>
<b>Chapel Hill Elementary</b>	<b>Pamela Gentry</b>
<b>Forrest High School</b>	<b>Summer Milewski</b>
<b>Forrest High School</b>	<b>Susan Wild</b>
<b>Oak Grove Elementary</b>	<b>Amy Sumners</b>
<b>Marshall Elementary</b>	<b>Carroll Cope</b>
<b>Westhills Elementary</b>	<b>Joshua Webb</b>
<b>Lewisburg Middle</b>	<b>Stephanie O'Neal</b>
<b>Marshall County High School</b>	<b>Blair Goodman</b>
<b>Marshall County High School</b>	<b>Jeanne Wiles</b>
<b>Cornersville Elementary</b>	<b>Kalie Carvell</b>
<b>Cornersville High School</b>	<b>Edna London</b>

# 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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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 2024-2025

## September 9, 2024

### 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

Betsy Bishop

Harvey Jones

Kristen Gold

Heidi McElhaney

Tresha Grissom

Mike Herron

### Acquisition/Maintenance/Transportation

\*Harvey Jones

John Daniel Allen

Andy Woodard

### Safety Committee

\*John Daniel Allen & Julie Keny Cathey

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

### Five-Year Strategic Plan

\*Kristen Gold

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

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

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

# Marshall County Board of Education

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# Marshall County Board of Education

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

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

8 The minutes shall include:

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

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Legal References:

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

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Cross References:

Duties of Officers 1.201

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January 13, 2025

The Marshall County Board of Education met in regular session on Monday, January 13, 2025, at 6:00 p.m. in the Board Conference Room at Jones School.

Members present were John Daniel Allen, Betsy Bishop, Julie Keny Cathey, Kristen Gold, Tresha Grissom, Mike Herron, Harvey Jones, Heidi McElhaney and Andy Woodard. No members were absent.

Pledge/Prayer

Ms. Gold added a request to the county budget committee to raise the debt limit to new business.

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

Director Jacob Sorrells and MCHS principal Justin Perry recognized students for perfect sub scores on end of course tests.

Director Jacob Sorrells and the principals recognized the Teachers of the Year.

Marshall Education Foundation members David Delk and Tresha Grissom along with Director Jacob Sorrells recognized Ms. Debbie Gage.

There was no public comment.

Mr. Woodard gave a policy committee report from the January 13, 2025 meeting. Ms. Gold made a motion, with a second by Mr. Herron to approve Policy 6.4081 Safe Relocation of Students and Policy 6.415 Student Suicide Prevention. The motion passed 9-0.

A 5-year plan meeting was set for Monday, February 3, 2025 at 6:00 p.m.

Presented under Consent Agenda: December 9, 2024, minutes and surplus old chairs from the boardroom. Ms. McElhaney made a motion, with a second by Mr. Allen, to approve the consent agenda. The motion passed 9-0.

Mr. Jones made a motion, with a second by Ms. Bishop to defer the resolutions to the February meeting. The motion passed 5-4. Ayes: Betsy Bishop, Julie Keny Cathey, Tresha Grissom, Mike Herron and Harvey Jones. Nays: John Daniel Allen, Kristen Gold, Heidi McElhaney and Andy Woodard.

During new business, Mr. Jones made a motion, with a second by Ms. Bishop to defer raising the debt limit to the February meeting. The motion passed 5-4. Ayes: Betsy Bishop, Julie Keny Cathey, Tresha Grissom, Mike Herron and Harvey Jones. Nays: John Daniel Allen, Kristen Gold, Heidi McElhaney and Andy Woodard.

During the Director's Report, Mr. Sorrells stated school will be open and on time in the morning. He thanked Transportation Supervisor Jeremy Austin and the bus drivers for checking the roads and their routes to make changes if needed.

The meeting adjourned at 6:46 p.m.

Respectfully Submitted,

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Julie Keny Cathey, Chair

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Jacob Sorrells, Director

January 23, 2025

The Executive Committee of the Marshall County Board of Education, comprised of Chairman of the Board Julie Keny Cathey and Director of Schools Jacob Sorrells, spoke by phone Thursday, January 23, 2025, at 8:06 a.m. to approve the emergency purchase and installation of a Trane 20 Ton R-410 split heat pump unit in the amount of \$46,990.89 for Cornersville Elementary School. Finance Director Chris Lowe was also in attendance.

The executive committee voted 2-0 to approve the purchase.

The meeting adjourned at 8:20 a.m.

Respectfully Submitted,

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Julie Keny Cathey, Chair

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Jacob Sorrells, Director

February 3, 2025

The Marshall County Board of Education met in a special called meeting on Monday, February 3, 2025, at 6:00 p.m. in the Board Conference Room at Jones School.

Members present were John Daniel Allen, Betsy Bishop, Julie Keny Cathey, Kristen Gold, Tresha Grissom, Mike Herron, Harvey Jones, Heidi McElhaney and Andy Woodard. No members were absent.

There was no public comment.

Mr. Jones made a motion, with a second by Mr. Herron, for the Board to conduct an independent search for Director of Schools using some of the TSBA guidelines and to develop a timeline with the assistance of Board Attorney Chuck Cagle. The motion passed 9-0.

Mr. Herron made a motion, with a second by Ms. Bishop, for Board Attorney Chuck Cagle to develop a three-month timeline and deliver the timeline to the Board by Friday, February 7, 2025. The motion passed 9-0.

Ms. Cathey made a motion, with a second by Mr. Herron, to use Policy 5.802 Qualifications and Duties of the Director of Schools as listed. The motion passed 9-0.

Ms. Gold made a motion, with a second by Mr. Jones, to use the Marshall County Schools job description for Director of Schools as listed. The motion passed 9-0.

Mr. Allen made a motion, with a second by Ms. Gold, to set the 5-Year Strategic Plan meeting on Monday, February 24, 2025. The motion passed 8-1; Ms. Cathey voted no.

The meeting adjourned at 6:42 p.m.

Respectfully Submitted,

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Julie Keny Cathey, Chair

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Jacob Sorrells, Director

## Special Courses Planning Document

**Document Purpose:** The following are questions on the special course application. This document is only for district planning purposes and documentation for local board approval. All responses must be transferred to ePlan and submitted for formal review. This document will not be accepted by the Tennessee Department of Education as an official application.

### Academics Application

*A district may apply for up to twenty academic special courses.*

Cover Page
<b>School District Name: Marshall County School System</b>
<b>Are you a Charter School? No</b>
<b>District Contact Name: Beth Smith</b>
<b>Contact Email: beth.smith@mcstn.net</b>
<b>Contact Phone Number (include extension): 931-359-1581, ext. 2022</b>
<b>Secondary Contact Name: Travis Hillis</b>
<b>Secondary Contact Email: travis.hillis@mcstn.net</b>

Academics Course Details: Course 1
<p><b>Which content area best describes the academic course?</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 01 = English Language and Literature</li> <li><input type="checkbox"/> 02 = Mathematics</li> <li><input type="checkbox"/> 03 = Life and Physical Sciences</li> <li><input checked="" type="checkbox"/> 04 = Social Studies and History</li> <li><input type="checkbox"/> 05 = Visual and Performing Arts</li> <li><input type="checkbox"/> 07 = Religion</li> <li><input type="checkbox"/> 08 = Physical Health and Safety Education</li> <li><input type="checkbox"/> 22 = English Language Development (use for EL)</li> <li><input type="checkbox"/> 23 = Early Childhood (non-CTE)</li> <li><input type="checkbox"/> 24 = Foreign Language and Literature</li> <li><input type="checkbox"/> 25 = Non-Subject Specific</li> <li><input type="checkbox"/> 27 = Special Populations (only used for special courses)</li> <li><input type="checkbox"/> 28 = Philosophy</li> </ul>
<p><b>Course Name</b> Be specific and include district name in the course title. (name+district) Modern History Marshall County School System</p>
<p><b>Renewal</b> <b>What is the course code if previously approved special course? Y04H42</b></p>
<div style="display: flex; justify-content: space-between;"> <span><input checked="" type="checkbox"/> Yes, previously approved special course</span> <span><input type="checkbox"/> Not previously approved</span> </div>
<p><b>Active Course Code:</b></p>
<p><b>Course Level</b> Level 1 (Introduction); <span style="background-color: yellow;">Level 2 (Intermediate)</span>; Level 3 (Advanced) Level 2</p>

**Course Justification**

Respond to why this course should be offered to your students. Be thorough and specific. Your responses will be read by state board members pending approval.

**One of the main reasons that we need to offer Modern History as an elective course is that it is nearly impossible for topics of study in the post-1945 period to get the attention and time they deserve in either U.S. or world history. As this time period of study would obviously fall at the end of those courses, teachers are usually trying to cover all of the content that they can at the end of a semester or year and thus do not give this era its proper due. This class will offer a much deeper study of the modern world than previously offered. Also, one of the main objectives of Modern History will be to study the interconnectedness of U.S. and world history and happenings. In the more general history courses, the area of focus and consequence is typically limited to that class--either U.S. or world history. In this class students will see how global events often have both direct and indirect effects on America and vice versa.**

**Course Description**

Describe the course content and overview of the material to be taught. Be thorough and specific. Your responses will be read by state board members pending approval.

**Modern History is an elective course that looks at U.S. and world history beginning with the end of World War II (1945). Students who have already taken U.S. history and world history will have been exposed to some of the course's content, but in this class, we will examine events, decisions, wars, and outcomes in much greater detail than in those two general courses. Additionally, we will focus on how events and happenings all over the world are interconnected and how they altered history. Major topics of study include—but are not limited to—the Cold War, the Vietnam War, the 1960s in America, the Civil Rights movement, the globalization of the world economy, and modern threats posed by Islamic terrorism.**

**Modern History Course Outline****UNIT 1—THE COLD WAR BEGINS**

- A. Spread of communism**
- B. Rebuilding war-torn Europe (Marshall Plan/Truman Doctrine)**
- C. The end of colonization and birth of modern India**
- D. The creation of a Jewish state—Israel**
- E. The superpower era, spheres of influence, and beginning of the Cold War**
- F. The Cold War turns hot—Korea**
- G. Kennedy and the “Cuban Missile Crisis”**

**UNIT 2—THE VIETNAM WAR AND CONTAINING COMMUNISM**

- A. America gets involved: Kennedy’s “military advisors”
- B. Lyndon Johnson and the Gulf of Tonkin
- C. American boots on the ground
- D. North Vietnamese resolve/Ho Chi Minh
- E. Quagmire

### **UNIT 3—AMERICAN UPHEAVAL IN THE 1960S**

- A. The “Leave It to Beaver” era ends
- B. The civil rights struggle intensifies
- C. Anti-war protests, demonstrations, and hippies
- D. “Guns or Butter” and Lyndon Johnson’s shattered presidency
- E. Richard Nixon and the “silent majority”

### **UNIT 4—GLOBAL UPHEAVAL IN THE 1970s**

- A. Retreat—or is it defeat?—in Vietnam
- B. Watergate and the collapse of Americans’ faith in government
- C. The Soviet Union’s “Vietnam”—Afghanistan
- D. The Islamic Revolution in Iran
- E. Red capitalism in China—unprecedented growth

### **UNIT 5—MORNING IN AMERICA AND THE ARMS RACE**

- A. The Reagan Revolution
- B. “Star Wars” and the arms race
- C. The economic crisis of the Soviet Union
- D. Pope John Paul II’s role in combating communism in Europe
- E. The Berlin Wall

### **UNIT 6—THE LONE SUPERPOWER AND NEW CHALLENGES**

- A. The end of the Cold War
- B. Realignment of Europe and crisis in Eastern Europe
- C. The “globalization” of the American and world economy
- D. The birth of radical Islamic fundamentalism and Al Qaeda
- E. September 11, 2001—The day the world changed forever
- F. The global war on terror

#### **Required Teacher Endorsements**

Include all that apply to the specific course content. *At least one selection must be made.*

**History 6-12 (133) or History 7-12 (421)**

<p><b>Pre-Requisite Course(s)</b>  <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No  If yes, list pre-requisite course(s).</p>
<p><b>When will this course be offered?</b>  <input checked="" type="checkbox"/> Semester    <input type="checkbox"/> Year-long  Our district is on block schedule for high school classes.</p>
<p><b>Credit</b>  <input type="checkbox"/> 0.5    <input checked="" type="checkbox"/> 1.0</p>
<p><b>Will any portion of this Year 1 course be delivered online?</b>  <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No  If yes, online delivery will be:  <input type="checkbox"/> Synchronous    <input type="checkbox"/> Asynchronous    <input type="checkbox"/> Combination of Synchronous and Asynchronous</p>
<p><b>Course Development</b>  Describe if it is a for-profit course. If so, which one, specifically? Explain if the idea, structure, and curriculum was district developed or modeled from an existing for-profit course.  <b>This course is NOT for profit.</b>  <b>This course was developed incorporating some of the standards from the old state (TDOE) modern history course, but this course begins at the end of World War II. The course content will provide students with a context to understand how the Cold War, the Vietnam War, the cultural upheaval of the 1960s and 1970s, the arms race, and September 11, 2001, have shaped the world they live in today. It will also explore current events and their impact on the world they live in.</b></p>
<p><b>Course Developers</b>  List the names and titles of individuals who developed this course.  Dr. Justin Perry and Travis Hillis</p>
<p><b>Tennessee Academic Standards</b>  Certify the course standards are uploaded to the required documents section and include all appropriate references to Tennessee Academic Standards. <i>Use the provided template in ePlan.</i>   <input checked="" type="checkbox"/> TN Academic standards uploaded to "Required Documents" section in ePlan</p>



# Travel Request

Organization MCHS Student Council Destination Gaylord Pacific, Chula Vista, California

Date of Trip June 25 - July 1, 2025 Purpose of Trip Jostens Renaissance National Conference

Mode of Transportation: Van, Plane, Ride Share, Rental Car

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

To Be Determined Upon Approval

(Use back if more space is needed)

School System Participants (please print):

Vanessa Sweeney David Steely Others To Be Determined Upon Approval

Justin Perry Ryan Henry

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: *Vanessa Sweeney*  
Vanessa Sweeney/MCHS Student Council Date: 01/21/2025  
Teacher/Sponsor

Approved by: *[Signature]* Date: 1/23/25  
Principal

Approved by: *[Signature]* Date: 1-23-25  
Director of Schools

**POSITION ANNOUNCEMENT**  
**MARSHALL COUNTY (TN) BOARD OF EDUCATION**  
**DIRECTOR OF SCHOOLS**

The Marshall County, TN Board of Education is actively seeking experienced, qualified candidates for the position of Director of Schools (School Superintendent) effective May 1, 2025. The new educational leader will replace a school leader who has served the community for the past 9 years.

The Marshall County, TN School District comprises ten schools and a technology center:

Chapel Hill Elementary School	Delk-Henson Intermediate School
Cornersville Elementary School	Cornersville School
Marshall Elementary School	Forrest School
Oak Grove Elementary School	Lewisburg Middle School
Westhills Elementary School	Marshall County High School
Spot Lowe Technology Center	

Total school enrollment (average daily membership):           approximately 5,400 students

The vacancy for the Marshall County Schools superintendent will post on the school system website ([www.mcstn.net](http://www.mcstn.net)) on February 17, 2025 and the application period will close on March 3, 2025. Here is the complete superintendent search timeline:

- February 17, 2025 -           Advertising is posted, application period opens.
- March 3, 2025 -            Deadline for submitting application information.
- March 10, 2025 -         Board meeting to review applications received.
- March 17, 2025 -         Board meeting to narrow applicants to those who will be invited for interviews. Background and reference checks begin.
- March 24, 2025 -         Board meeting for interviews.
- April 3, 2025 -            Board interviews continue (if needed).
- April 14, 2025 -         New Superintendent named

Candidates will be evaluated on professional merit and successful experience that demonstrates a good match for the district, with emphasis on the following:

- The Superintendent of our district should be an exceptional educational leader possessing honesty and integrity along with significant public education experience.
- Strong fiscal and operational management skills;

- The ability to foster a professional culture for educators focused on engagement, accountability, and empowerment;
- Leadership skills that foster a professional community of educators committed to continuous improvement, effective professional development, and a focus on student learning
- Sensitivity to and understanding of the diverse academic, socioeconomic, and disability backgrounds of the student community
- The demonstrated ability to develop and work cooperatively/effectively with Board of Education;
- Is genuinely collaborative, with excellent written and verbal communication skills;
- Has experience in developing, with stakeholders, District Goals, a Strategic Plan, and a Financial Needs Plan;
- Possesses experience in facilitating meaningful and ongoing family and community engagements;
- Has facilities and grounds experience and expertise; and
- Facilitates continuous improvement through a data driven program analysis.

Previous teaching and successful administrative experience is required. Previous superintendent experience is preferred.

Those interested in applying should forward a letter of interest, a complete resume and / or curriculum vitae, and three letters of reference to:

Charles W. Cagle  
Lewis Thomason, P.C.  
424 Church Street, Suite 2500  
Nashville, TN 37219

The Marshall County, TN Board of Education is an equal opportunity employer.

**RESOLUTION NO. 25-01-**

**A RESOLUTION TO APPROVE A BUILDING PROGRAM FOR THE MARSHALL COUNTY BOARD OF EDUCATION**

**WHEREAS**, the previous Marshall County Board of Education building program occurred in 2014,

**WHEREAS**, Lewisburg Middle School is in dire need of renovation and addition,

**WHEREAS**, Chapel Hill Elementary and Delk-Henson Elementary Schools are nearing maximum capacity,

**WHEREAS**, Chapel Hill Elementary and Delk-Henson Elementary Schools are in need of additions,

**WHEREAS**, various athletic facilities upgrades are needed,

**WHEREAS**, various schools require updated flooring and restrooms,

**WHEREAS**, the estimated cost for Lewisburg Middle School is \$28,000,000.00

**WHEREAS**, the estimated cost for Chapel Hill Elementary School is \$6,400,000.00

**WHEREAS**, the estimated cost for Delk-Henson Intermediate School is \$7,200,000.00

**WHEREAS**, the estimated cost for the athletic facilities is \$7,050,000.00

**WHEREAS**, the estimated cost for flooring/restrooms is \$3,000,000.00

**NOW THEREFORE, LET IT BE RESOLVED** Marshall County Commission approves a building program for the Marshall County Board of Education which will include the renovation and addition to Lewisburg Middle School, addition to Chapel Hill Elementary School, addition to Delk-Henson Intermediate School, and various athletic facilities upgrades.

Approved this 27<sup>th</sup> day of January 2025

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Mike Keny, County Mayor

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Daphne Girts, County Clerk

**RESOLUTION NO. 25-01-  
BUDGET AMENDMENT  
EDUCATION CAPITAL PROJECTS FUND 177**

**WHEREAS**, funds received from the General Debt Service fund (151) needs to be budgeted, and

**WHEREAS**, \$1,612,069.68 of the funds will be used to purchase technology upgrades, which will include new servers, switches, access points, firewalls, and access controls, and

**WHEREAS**, \$1,163,230.18 of the funds will be used to renovate Spot-Lowe Technology Center, and

**WHEREAS**, \$1,500,000.00 of the funds will be used for the design of a new building program, and

**THEREFORE, BE IT RESOLVED**, that the Education Capital Projects Budget be amended in the following manner:

<b>ACCT #</b>	<b>DESCRIPTION</b>	<b>DEBIT</b>	<b>CREDIT</b>
49800	Transfer In		4,275,299.86
91300-706	Education Capital Projects - Building Construction	2,663,230.18	
91300-707	Education Capital Projects - Building Improvements	509,009.00	
91300-722	Education Capital Projects - Regular Instruction Equipment	1,103,060.68	

APPROVED THIS 27TH DAY OF January, 2025

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
MARSHALL COUNTY CLERK

**RESOLUTION NO. 25-01-  
BUDGET AMENDMENT  
GENERAL PURPOSE SCHOOL FUND (141)**

**WHEREAS**, the roofs for Oak Grove Elementary School, Cornersville Elementary School, and the Central Office are in need of restoration/replacement

**WHEREAS**, the doors/windows for Marshall County High School, Forrest High School, and Central Office are in need of repairs, and

**WHEREAS**, 6 rooftop HVAC units are in need of replacement across the district, and

**WHEREAS**, The Marshall County Board of Education has the funds in fund balance to cover these one-time expenditures, and

**THEREFORE, BE IT RESOLVED**, that the General Purpose School Budget be amended in the following manner:

<b>ACCT #</b>	<b>DESCRIPTION</b>	<b>INCREASE</b>	<b>DECREASE</b>
39000	Unassigned Fund Balance		3,500,000.00
76100-799	Capital Outlay - Other	3,500,000.00	

APPROVED THIS 27th DAY OF January, 2025

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
MARSHALL COUNTY CLERK

**RESOLUTION NO. 25-02-  
BUDGET AMENDMENT  
GENERAL PURPOSE SCHOOL FUND (141)**

**WHEREAS**, the roofs for Oak Grove Elementary School, Cornersville Elementary School, and the Central Office are in need of restoration/replacement

**WHEREAS**, the doors/windows for Marshall County High School, and Forrest High School are in need of repairs, and

**WHEREAS**, 6 rooftop HVAC units are in need of replacement across the district, and

**WHEREAS**, additional funds are needed to purchase the science textbook adoption, and

**WHEREAS**, The Marshall County Board of Education has the funds in fund balance to cover these one-time expenditures, and

**THEREFORE, BE IT RESOLVED**, that the General Purpose School Budget be amended in the following manner:

ACCT #	DESCRIPTION	INCREASE	DECREASE
39000	Unassigned Fund Balance		\$ 3,500,000.00
71100-449	Textbooks	\$ 300,000.00	
76100-799	Capital Outlay - Other	\$ 3,200,000.00	
		\$ 3,500,000.00	\$ 3,500,000.00

APPROVED THIS 24th DAY OF February, 2025

\_\_\_\_\_  
COUNTY MAYOR

\_\_\_\_\_  
MARSHALL COUNTY CLERK



**MARSHALL COUNTY**  
**SCHOOL SYSTEM**  
*INSPIRE ★ EMPOWER ★ SUCCEED*

*Jacob Sorrells, Director*

700 Jones Circle • Lewisburg, TN 37091  
(931) 359-1581 [www.mcstn.net](http://www.mcstn.net)

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Marshall County Board of Education  
700 Jones Circle  
Lewisburg, TN 37091

Marshall County Budget Committee  
101 West Commerce Street  
Lewisburg, TN 37091

Dear Marshall County Budget Committee,

The Marshall County Board of Education is seeking the approval of a new building program. The new building program's estimated budget could potentially be around \$52,000,000. The Board of Education acknowledges that the current maximum amount of debt of \$51,477,000 greatly limits the amount of new debt that Marshall County can acquire. The current maximum net debt per capita of \$1,500 was approved on October 24, 2011, over thirteen years ago.

The Marshall County Board of Education is hereby requesting the Marshall County Debt Policy be amended with an increase in the maximum amount of total debt for the county. The Board of Education acknowledges that current debt service revenues would be adequate to fully fund a new building program for the Marshall County School System.

Sincerely,

Marshall County Board of Education

Account Number/Line Item Number	Regular Instruction Education	Title I-A	Increase	Decrease	Total
71100	Line item Description	Current			
71100/116	Teachers				\$0.00
71100/117	Career Ladder				\$0.00
71100/127	Career Ladder Extended contracts				\$0.00
71100/128	Homebound Teachers				\$0.00
71100/162	Clerical Personnel				\$0.00
71100/163	Educational Assistants (8)	\$151,468.00			\$151,468.00
71100/188	Bonus payments				\$0.00
71100/189	Other Salaries & Wages (9)	\$609,707.00			\$609,707.00
71100/195	Certified Sub teachers				\$0.00
71100/198	non Certified teachers	\$910.00			\$910.00
71100/201	Social Security	\$47,000.00			\$47,000.00
71100/204	State Retirement	\$64,450.00		\$8,300.00	\$56,150.00
71100/206	Life insurance				\$0.00
71100/207	Medical Insurance	\$175,901.44	\$8,000.00		\$183,901.44
71100/208	Dental Insurance	\$648.56	\$300.00		\$948.56
71100/210	Unemployment Comp.	\$1,575.00			\$1,575.00
71100/212	Employer Medicare	\$12,250.00			\$12,250.00
71100/299	Other Fringe Benefits				\$0.00
71100/311	contracts with other school systems				\$0.00
71100/330	operating lease payments				\$0.00
71100/336	maintenance & repair equipment				\$0.00
71100/356	tuition				\$0.00
71100/369	contracts w/certified sub.				\$0.00
71100/370	contracts w/ non certified sub				\$0.00
71100/399	other contracted services				\$0.00
71100/429	instructional materials & supplies	\$93,158.26	\$3,608.60		\$96,766.86
71100/449	textbooks				\$0.00
71100/499	other materials & supplies	\$35,820.00		\$4,161.60	\$31,658.40
71100/535	fee waivers				\$0.00
71100/599	other charges				\$0.00
71100/722	regular instruction equipment	\$9,356.58	\$553.00		\$9,909.58
<b>71100</b>	<b>Subtotal REGULAR INSTRUCTIONAL Ed.</b>	<b>\$1,202,244.84</b>	<b>\$12,461.60</b>	<b>\$12,461.60</b>	<b>\$1,202,244.84</b>

<b>Account Number/Line Item Number</b>	<b>Support Services/Other Student Support</b>	<b>Title I-A Current</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>72130</b>	<b>Line item Description</b>	<b>Current</b>			
72130/117	Career Ladder				\$0.00
72130/123	Guidance Personnel				\$0.00
72130/124	Psychological Personnel				\$0.00
72130/127	Career Ladder Extended Contracts				\$0.00
72130/130	Social Workers				\$0.00
72130/135	Assessment Personnel				\$0.00
72130/161	Secretary				\$0.00
72130/162	Clerical Personnel				\$0.00
72130/164	Attendants				\$0.00
72130/170	School Resource officer				\$0.00
72130/188	Bonus Payments				\$0.00
72130/189	Other Salaries & Wages				\$0.00
72130/201	Social security				\$0.00
72130/204	State Retirement				\$0.00
72130/206	life insurance				\$0.00
72130/207	Medical Insurance				\$0.00
72130/208	Dental Insurance				\$0.00
72130/210	Unemployment Comp.				\$0.00
72130/212	Employer Medicare				\$0.00
72130/299	Other Fringe Benefits				\$0.00
72130/307	Communication				\$0.00
72130/309	Contracts w/ government agencies				\$0.00
72130/311	contracts w/ other school systems				\$0.00
72130/322	Evaluation & testing				\$0.00
72130/330	operating lease payments				\$0.00
72130/336	maintenance & repair services				\$0.00
72130/348	postal charges				\$0.00
72130/355	travel				\$0.00
72130/399	other contracted services				\$0.00
72130/499	other supplies & materials				\$0.00
72130/524	in service / staff development				\$0.00
72130/599	other charges (P.I.)	\$13,677.92			\$13,677.92
72130/790	other equipment				\$0.00
<b>72130</b>	<b>Subtotal OTHER STUDENT SUPPORT</b>	<b>\$13,677.92</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$13,677.92</b>

<b>Account Number/Line Item Number</b>	<b>Support Services/Regular Instruction Education</b>	<b>Title I-A Current</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>72210</b>	<b>Line item Description</b>				
72210/105	Supervisor/ Director				\$0.00
72210/117	Career Ladder Program				\$0.00
72210/138	Instructional Computer Personnel				\$0.00
72210/161	Secretary(s)				\$0.00
72210/162	Clerical Personnel				\$0.00
72210/163	Educational Assistants				\$0.00
72210/188	Bonus Payments				\$0.00
72210/189	Other Salaries & Wages				\$0.00
72210/195	Certified Sub teachers				\$0.00
72210/196	In Service Training				\$0.00
72210/198	non certified subs				\$0.00
72210/201	Social Security				\$0.00
72210/204	Retirement				\$0.00
72210/206	Life Insurance				\$0.00
72210/207	Medical Insurance				\$0.00
72210/208	Dental Insurance				\$0.00
72210/210	Unemployment Comp.				\$0.00
72210/212	Employer Medicare				\$0.00
72210/299	Other fringe benefits				\$0.00
72210/307	communication				\$0.00
72210/308	consultants				\$0.00
72210/330	operating lease payments				\$0.00
72210/336	maintenance & repair services				\$0.00
72210/348	postal charges				\$0.00
72210/355	travel				\$0.00
72210/369	contracts for certified sub teachers				\$0.00
72210/370	contracts for non certified sub teachers				\$0.00
72210/399	other contracted services				\$0.00
72210/432	library books / media				\$0.00
72210/437	periodicals				\$0.00
72210/499	other supplies & materials				\$0.00
72210/524	in service/ staff development	\$6,000.00			\$6,000.00
72210/599	other charges				\$0.00
72210/790	other equipment				\$0.00
<b>72210</b>	<b>Subtotal Support Services/ REG. INSTRUCTIONAL PROG</b>	<b>\$6,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$6,000.00</b>

<b>Account Number/Line Item Number</b>	<b>Other uses/ Transfers out &amp; Indirect Cost</b>	<b>Title I-A</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>99100</b>	<b>Line item Description</b>	<b>Current</b>			
99100/504	Indirect Cost				\$0.00
	<b>Total Appropriations</b>	<b>\$1,221,922.76</b>	<b>\$12,461.60</b>	<b>\$12,461.60</b>	<b>\$1,221,922.76</b>

## **Title I Revision #4**

### **Justifications**

#### **Increase**

**71100 207 Medical Insurance-** adding funds to continue pay fringe benefits on personnel being paid out of this budget.

**71100 208 Dental Insurance-** adding funds to continue to pay fringe benefits on personnel being paid out of this budget.

**71100 429 Instructional Materials & Supplies-** adding funds to purchase materials and supplies as requested by the Title I schools.

**71100 722 Regular Instruction Equipment-** adding funds to equipment line as requested by Title I schools' small budgets.

#### **Decrease**

**71100 204 Retirement-** moving funds to medical insurance line.

**71100 499 Other Materials & Supplies-** moving funds to appropriate lines as requested by Title I schools' small budgets.

Account Number/Line Item Number	Regular Instruction Education	Title II	Increase	Decrease	Total
<b>71100</b>	<b>Line item Description</b>	<b>Current</b>			
71100/116	Teachers (2)	\$130,000.00			\$130,000.00
71100/117	Career Ladder				\$0.00
71100/127	Career Ladder Extended contracts				\$0.00
71100/128	Homebound Teachers				\$0.00
71100/162	Clerical Personnel				\$0.00
71100/163	Educational Assistants				\$0.00
71100/188	Bonus payments				\$0.00
71100/189	Other Salaries & Wages				\$0.00
71100/195	Certified Sub teachers	\$8,000.00			\$8,000.00
71100/198	non Certified teachers	\$12,000.00	\$5,000.00		\$17,000.00
71100/201	Social Security	\$8,800.00			\$8,800.00
71100/204	State Retirement	\$11,800.00			\$11,800.00
71100/206	Life insurance				\$0.00
71100/207	Medical Insurance	\$23,000.00			\$23,000.00
71100/208	Dental Insurance	\$100.00			\$100.00
71100/210	Unemployment Comp.	\$180.00			\$180.00
71100/212	Employer Medicare	\$2,800.00			\$2,800.00
71100/299	Other Fringe Benefits				\$0.00
71100/311	contracts with other school systems				\$0.00
71100/330	operating lease payments				\$0.00
71100/336	maintenance & repair equipment				\$0.00
71100/356	tuition				\$0.00
71100/369	contracts w/certified sub.				\$0.00
71100/370	contracts w/ non certified sub				\$0.00
71100/399	other contracted services				\$0.00
71100/429	instructional materials & supplies				\$0.00
71100/449	textbooks				\$0.00
71100/499	other materials & supplies				\$0.00
71100/535	fee waivers				\$0.00
71100/599	other charges				\$0.00
71100/722	regular instruction equipment				\$0.00
<b>71100</b>	<b>Subtotal REGULAR INSTRUCTIONAL Ed.</b>	<b>\$196,680.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$201,680.00</b>

Account Number/Line Item Number	Support Services/Regular Instruction Education	Title II Current	Increase	Decrease	Total
<b>72210</b>	<b>Line item Description</b>	<b>Current</b>			
72210/105	Supervisor/ Director				\$0.00
72210/117	Career Ladder Program				\$0.00
72210/127	Career Ladder Extended Contracts				\$0.00
72210/129	Librarian(s)				\$0.00
72210/132	Material Supervisor(s)				\$0.00
72210/136	Audiovisual Personnel				\$0.00
72210/137	Education Media Personnel				\$0.00
72210/138	Instructional Computer Personnel				\$0.00
72210/161	Secretary(s)				\$0.00
72210/162	Clerical Personnel				\$0.00
72210/163	Educational Assistants				\$0.00
72210/188	Bonus Payments				\$0.00
72210/189	Other Salaries & Wages				\$0.00
72210/195	Certified Sub teachers				\$0.00
72210/196	In Service Training				\$0.00
72210/198	non certified subs				\$0.00
72210/201	Social Security				\$0.00
72210/204	Retirement				\$0.00
72210/206	Life Insurance				\$0.00
72210/207	Medical Insurance				\$0.00
72210/208	Dental Insurance				\$0.00
72210/210	Unemployment Comp.				\$0.00
72210/212	Employer Medicare				\$0.00
72210/299	Other fringe benefits				\$0.00
72210/307	communication				\$0.00
72210/336	maintenance & repair services				\$0.00
72210/348	postal charges				\$0.00
72210/355	travel				\$0.00
72210/369	contracts for certified sub teachers				\$0.00
72210/370	contracts for non certified sub teachers				\$0.00
72210/399	other contracted services				\$0.00
72210/432	library books / media				\$0.00
72210/437	periodicals				\$0.00
72210/499	other supplies & materials				\$0.00
72210/524	in service/ staff development	\$95,676.97		\$5,000.00	\$90,676.97
72210/599	other charges				\$0.00
72210/790	other equipment				\$0.00
<b>72210</b>	<b>Subtotal REG. Support Services</b>	<b>\$95,676.97</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$90,676.97</b>

<b>Account Number/Line Item Number</b>	<b>Other uses/ Transfers out &amp; Indirect Cost</b>	<b>Title II</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>99100</b>	<b>Line item Description</b>	<b>Current</b>			
99100/504	Indirect Cost				
	<b>Total Appropriations</b>	<b>\$292,356.97</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$292,356.97</b>

## **Title II Revision #4**

### **Justifications**

#### **Increase**

**71100 198 Non-Certified Subs-** adding funds to pay for substitutes related to professional development.

#### **Decrease**

**72210 524 In-Service/Staff Development-** moving funds to appropriate line to pay for subs.

Account Number/Line Item Number	Special Education Program	IDEA-B	Increase	Decrease	Total
<b>71200</b>	<b>Line item Description</b>	<b>Current</b>			
71200/116	Teachers (3)	\$170,546.00			\$170,546.00
71200/117	Career Ladder				\$0.00
71200/127	Career Ladder Extended contracts				\$0.00
71200/128	Homebound Teachers				\$0.00
71200/162	Clerical Personnel				\$0.00
71200/163	Educational Assistants (26)	\$499,645.00			\$499,645.00
71200/171	Speech Pathologist				\$0.00
71200/189	Other Salaries & Wages (ESY)	\$48,000.00			\$48,000.00
71200/195	Certified Sub Teachers				\$0.00
71200/198	Non Certified Teachers				\$0.00
71200/201	Social Security	\$45,780.00			\$45,780.00
71200/204	State Retirement	\$57,000.00			\$57,000.00
71200/207	Medical Insurance	\$309,776.73		\$19,478.00	\$290,298.73
71200/208	Dental Insurance	\$874.00			\$874.00
71200/210	Unemployment Comp.	\$3,110.00			\$3,110.00
71200/212	Employer Medicare	\$11,355.00			\$11,355.00
71200/299	Other Fringe Benefits				\$0.00
71200/310	Contracts w/other public agencies	\$35,000.00			\$35,000.00
71200/330	Operating Lease Payments				\$0.00
71200/336	Maintenance & Repair Equipment				\$0.00
71200/356	Tuition				\$0.00
71200/369	Contracts w/Certified Sub.				\$0.00
71200/370	Contracts w/ non Certified Sub				\$0.00
71200/399	Other Contracted Services				\$0.00
71200/429	Instructional Materials & Supplies	\$120,000.00			\$120,000.00
71200/449	Textbooks				\$0.00
71200/499	Other Materials & Supplies	\$15,000.00			\$15,000.00
71100/535	Fee Waivers				\$0.00
71200/725	Special Education Equipment	\$30,000.00			\$30,000.00
<b>71200</b>	<b>Subtotal Special Education Program</b>	<b>\$1,346,086.73</b>	<b>\$0.00</b>	<b>\$19,478.00</b>	<b>\$1,326,608.73</b>

Account Number/Line Item Number	Support Services/Special Education Program	IDEA-B			
72220	Line item Description	Current	Increase	Decrease	Total
72220/105	Supervisor/ Director				\$0.00
72220/117	Career Ladder Program				\$0.00
	Instructional Computer Personnel				\$0.00
72220/161	Secretary(s) (1)	\$41,352.00			\$41,352.00
72220/162	Clerical Personnel				\$0.00
72220/163	Educational Assistants				\$0.00
72220/188	Bonus Payments				\$0.00
72220/189	Other Salaries & Wages				\$0.00
72220/195	Certified Sub teachers				\$0.00
	In Service Training				\$0.00
72220/198	Non Certified Subs				\$0.00
72220/201	Social Security	\$3,064.00			\$3,064.00
72220/204	Retirement	\$3,602.00			\$3,602.00
72220/206	Life Insurance				\$0.00
72220/207	Medical Insurance	\$19,904.00			\$19,904.00
72220/208	Dental Insurance	\$46.00	\$20.00		\$66.00
72220/210	Unemployment Comp.	\$90.00			\$90.00
72220/212	Employer Medicare	\$950.00			\$950.00
72220/299	Other Fringe Benefits				\$0.00
72220/310	Contracts w/Other Public Agencies	\$18,000.00			\$18,000.00
72220/322	Evaluation & Testing	\$25,000.00			\$25,000.00
72220/330	Operating Lease Payments				\$0.00
72220/336	Maintenance & Repair Services				\$0.00
72220/355	Travel	\$8,000.00			\$8,000.00
72220/399	Other Contracted Services				\$0.00
72220/370	Contracts for Non Certified Sub Teachers				\$0.00
72220/499	Other Supplies & Materials	\$6,000.00			\$6,000.00
	Library Books / Media				\$0.00
	Periodicals				\$0.00
72220/524	In Service/ Staff Development	\$40,000.00			\$40,000.00
72220/790	Other Equipment	\$8,000.00			\$8,000.00
72220	<b>Subtotal Support Services/Special Education Program</b>	<b>\$174,008.00</b>	<b>\$20.00</b>	<b>\$0.00</b>	<b>\$174,028.00</b>



<b>Account Number/Line Item Number</b>	<b>Other uses/ Transfers out &amp; Indirect Cost</b>	<b>IDEA-B</b>			
<b>99100</b>	<b>Line item Description</b>	<b>Current</b>	Increase	Decrease	
99100/504	Indirect Cost				
99100/590	Transfers Out				
	<b>Total Appropriations</b>	<b>\$1,749,546.73</b>	<b>\$19,478.00</b>	<b>\$19,478.00</b>	<b>\$1,749,546.73</b>

## **IDEA-B Revision #4**

### **Justifications**

#### **Increase**

**72220 208- Dental Insurance-** to continue pay for fringe benefits on personnel.

**72710 146 Bus Drivers-** to pay SPED bus driver an additional half-route to transport students for the remaining of this school year.

**72710 189 Other Salaries & Wages-** to pay SPED bus assistant an additional half-route to transport students for the remaining of this school year.

**72710 201 Social Security-** to pay fixed charges on personnel in this line.

**72710 204 Retirement-** to pay fixed charges on personnel in this line.

**72710 208 Dental Insurance-** to pay fringe benefits for personnel in this line.

**72710 212 Medicare-** to pay fixed charges on personnel in this line.

#### **Decrease**

**71200 207- Medical Insurance-** moving funds to appropriate lines.

Account Number/Line Item Number	Special Education Program	Preschool	Increase	Decrease	Total
<b>71200</b>	<b>Line item Description</b>	<b>912</b>			
71200/116	Teachers				\$0.00
71200/117	Career Ladder				\$0.00
71200/127	Career Ladder Extended contracts				\$0.00
71200/128	Homebound Teachers				\$0.00
71200/162	Clerical Personnel				\$0.00
71200/163	Educational Assistants (1)	\$22,265.00		\$18.00	\$22,247.00
71200/171	Speech Pathologist				\$0.00
71200/189	Other Salaries & Wages				\$0.00
71200/195	Certified Sub teachers				\$0.00
71200/198	Non Certified teachers				\$0.00
71200/201	Social Security	\$1,857.00			\$1,857.00
71200/204	State Retirement	\$1,700.00			\$1,700.00
71200/206	Life insurance				\$0.00
71200/207	Medical Insurance	\$18,000.00			\$18,000.00
71200/208	Dental Insurance	\$46.00	\$18.00		\$64.00
71200/210	Unemployment Comp.	\$90.00			\$90.00
71200/212	Employer Medicare	\$394.00			\$394.00
71200/299	Other Fringe Benefits				\$0.00
71200/310	Contracts with Other School Systems				\$0.00
71200/330	Operating lease payments				\$0.00
71200/336	Maintenance & Repair Equipment				\$0.00
71200/356	Tuition				\$0.00
71200/369	Contracts w/certified sub.				\$0.00
71200/370	contracts w/ non certified sub				\$0.00
71200/399	Other contracted services				\$0.00
71200/429	Instructional Materials & Supplies	\$7,283.26			\$7,283.26
71200/449	Textbooks				\$0.00
71200/499	Other Materials & Supplies	\$2,000.00			\$2,000.00
71200/353	Fee waivers				\$0.00
71200/599	Other Charges				\$0.00
71200/725	Special Education Equipment	\$5,000.00			\$5,000.00
<b>71200</b>	<b>Subtotal Special Education Program</b>	<b>\$58,635.26</b>	<b>\$18.00</b>	<b>\$18.00</b>	<b>\$58,635.26</b>

<b>Account Number/Line Item Number</b>	<b>Support Services/ Special Education Program</b>	<b>Preschool</b>	<b>Increase</b>	<b>Decrease</b>	<b>Total</b>
<b>72220</b>	<b>Line item Description</b>	<b>912</b>			
72220/105	Supervisor/ Director				\$0.00
72220/117	Career Ladder Program				\$0.00
	Material Supervisor(s)				\$0.00
	Instructional Computer Personnel				\$0.00
72220/161	Secretary(s)				\$0.00
72220/162	Clerical Personnel				\$0.00
72220/163	Educational Assistants				\$0.00
72220/188	Bonus Payments				\$0.00
72220/189	Other Salaries & Wages				\$0.00
72220/195	Certified Sub teachers				\$0.00
	In Service Training				\$0.00
72220/198	Non Certified Subs				\$0.00
72220/201	Social Security				\$0.00
72220/204	Retirement				\$0.00
72220/206	Life Insurance				\$0.00
72220/207	Medical Insurance				\$0.00
72220/208	Dental Insurance				\$0.00
72220/210	Unemployment Comp.				\$0.00
72220/212	Employer Medicare				\$0.00
72220/299	Other Fringe Benefits				\$0.00
	Communication				\$0.00
	Consultants				\$0.00
72220/312	Contracts with Private Agencies				\$0.00
72220/322	Evaluation & Testing	\$6,000.00			\$6,000.00
72220/336	Maintenance & Repair Services				\$0.00
	Postal Charges				\$0.00
72220/355	Travel				\$0.00
72220/399	Other Contracted Services				\$0.00
72220/370	Contracts for Non Certified Sub Teachers				\$0.00
72220/399	Other Contracted Services				\$0.00
	Library Books / Media				\$0.00
	Periodicals				\$0.00
72220/499	Other Supplies & Materials	\$1,000.00			\$1,000.00
72220/524	In Service/ Staff Development				\$0.00
72220/790	Other Equipment				\$0.00
<b>72220</b>	<b>Subtotal Support Services/Special Education Program</b>	<b>\$7,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,000.00</b>
	<b>Total Appropriations</b>	<b>\$65,635.26</b>			<b>\$65,635.26</b>

**IDEA Preschool Revision #4**

**Justifications**

**Increase**

**71200 208 Dental Insurance-** to pay fringe benefits on personnel in this line.

**Decrease**

**71200 163 Education Assistants-** moving funds to appropriate line.

Year	Non-public School Categories I, II, III, and V	Church-related School Category IV	Independent Home School	Total
Fall 2014	32	120	28	180
Spring 2015	63	128	30	221
Fall 2015				
Spring 2016	58	78	26	162
Fall 2016	45	87	29	161
Spring 2017	71	174	36	281
Fall 2017	42	67	45	154
Spring 2018	74	185	49	308
Fall 2018	63	212	54	329
Spring 2019	65	267	61	393
Fall 2019	61	246	44	351
Spring 2020	76	264	50	390
Fall 2020	58	252	67	377
Spring 2021	74	347	80	501
Fall 2021	51	507	56	614
Spring 2022	100	541	67	708
Fall 2022	126	608	77	811
Spring 2023	164	643	85	892
Fall 2023	185	718	70	973
Spring 2024	224	732	69	1025
Fall 2024	312	859	69	1240
Spring 2025				

# Marshall County Board of Education

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

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

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

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

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

#### 15 **LOTTERIES**

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

#### 19 **ONLINE FUNDRAISING**

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

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

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

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

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

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

## Legal References:

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

## Cross References:

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

# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Chili Dinner - Booster Club

Purpose of Fundraiser: Raise travel expense money

Fund/Account Name: Softball Boosters

Current balance of fund account \$ 11,383<sup>00</sup> Date 12-31-24

Anticipated date(s) of fundraiser: Beginning Jan. 2025 Ending 1-14-25

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

Open to community

Margin of profit (if applicable): ~ \$2,500

Method by which school will receive profit: Cash/check

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

Requested by: Amy Bonner Softball Date: 1-28-25  
Teacher/Club

Approved by: [Signature] Date: 1/30/25  
Principal

Approved by: [Signature] Date: 1-30-25  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

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



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: FREE-THROW-A-THON

Purpose of Fundraiser: RAISE MONEY FOR BOYS BKB PROGRAM

Fund/Account Name: FHS BOYS BKB

Current balance of fund account \$ 4,149.88 Date 1/6/25

Anticipated date(s) of fundraiser: Beginning 1/8 Ending 1/10

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

BOYS HS BKB

Margin of profit (if applicable):

Method by which school will receive profit: CASH/CHECK

How and when will these funds be spent to benefit students/instruction: TEAM GEAR, FACILITIES

Requested by: Tyler Runkley Date: 1/6/25  
Teacher/Club

Approved by: [Signature] Date: 1/14/25  
Principal

Approved by: [Signature] Date: 1/14/25  
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

## Sweatsuit Softball Fundraiser Calendar

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

Purpose of Fundraiser: To raise money for player sweatsuits, after school meals, and umpire/travel fees.

Fund/Account Name: LMS Softball

Current balance of fund account \$ 835.00 Date 10/28/24

Anticipated date(s) of fundraiser: Beginning ~~1-15-25~~ 1-15-25 Ending 1/31/25

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

Margin of profit (if applicable): 2,000+

Method by which school will receive profit: Cash or check

How and when will these funds be spent to benefit students/instruction: Put into our account and sweatsuit wants will go to BSN immediately, other will be saved.

Requested by: Carson Coble Date: 1/8/2025  
Teacher/Club

Approved by:  Date: 1/8/2025  
Principal

Approved by:  Date: 1-16-25  
Director of Schools

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

### To be completed following fundraiser

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

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

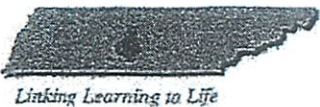
Total Fundraiser Profit \$ \_\_\_\_\_

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: Mini Girls Showcase

Purpose of Fundraiser: raise money for traveling to away games

Fund/Account Name: Cheer

Current balance of fund account \$ (#600.41) Date 1.14.25

Anticipated date(s) of fundraiser: Beginning 1/20/25 Ending 2/4/25

Expected Student Involvement (schoolwide or specific school organization): any elementary girls wanting to participate

Margin of profit (if applicable): ≈ \$400<sup>00</sup>

Method by which school will receive profit: cash and checks

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

Requested by: Carlynn Mills / Cheer Date: 1.14.25  
Teacher/Club

Approved by: [Signature] Date: 1/14/25  
Principal

Approved by: [Signature] Date: 1.14.25  
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: Cupid Shuffle Dance

Purpose of Fundraiser: to raise money for teachers and students

Fund/Account Name: Youth First

Current balance of fund account \$ 14,536.41 Date 1/15/25

Anticipated date(s) of fundraiser: Beginning 1/27/25 Ending 2/14/25

Expected Student Involvement (schoolwide or specific school organization): participate in dance, take pictures, buy snacks to raise money for the school

Margin of profit (if applicable): anything above cost

Method by which school will receive profit: admission cost, treat trolley

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

Requested by: Stephanie Giles, Youth First president Date: 1/15/25  
Teacher/Club

Approved by: Robert J. Reasonover Date: 1-15-25  
Principal

Approved by: Carol Powell Date: 1-17-25  
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: Kisses With A Crush

Purpose of Fundraiser: Raise money for Forrest HOSEA

Fund/Account Name: HOSEA

Current balance of fund account \$ 6498.63 Date 1/15/25

Anticipated date(s) of fundraiser: Beginning Jan 27, 2025 Ending Feb 14, 2025

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

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

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

How and when will these funds be spent to benefit students/instruction: Funds are used to help the student body with various needs throughout year

Requested by: Kristin Miller / HOSEA Date: 1/15/25  
Teacher/Club

Approved by: [Signature] Date: 1/23/25  
Principal

Approved by: [Signature] Date: 1-23-25  
Director of Schools

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

### To be completed following fundraiser

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

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

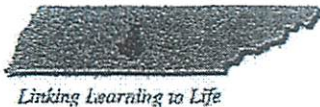
Total Fundraiser Profit \$ \_\_\_\_\_

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

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

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

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



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Cookie Dough Sale

Purpose of Fundraiser: Raise money for umpires, ball, travel, etc..

Fund/Account Name: MCHS Baseball

Current balance of fund account \$ 8505.86 Date 1-23-25

Anticipated date(s) of fundraiser: Beginning 1-28-25 Ending 2/7/25

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

Margin of profit (if applicable): 2K to 3K

Method by which school will receive profit: Online Pay from Customers

How and when will these funds be spent to benefit students/instruction: To feed players before out of town games, balls, pay bus drivers, etc..

Requested by: Ryan Dunning Date: 1/23/25  
Teacher/Club

Approved by: [Signature] Date: 1/23/25  
Principal

Approved by: Carol Sorrell Date: 1-23-25  
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: Miss CES Pageants k-6

Purpose of Fundraiser: raise money for Bulldog Academy trips, supplies, & teacher luncheons/breakfasts

Fund/Account Name: Bulldog Academy field trip

Current balance of fund account \$ 4,315.42 Date 1-30-25

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

Expected Student Involvement (schoolwide or specific school organization): any K-6 girl interested in participating

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

Method by which school will receive profit: check/cash

How and when will these funds be spent to benefit students/instruction: pay for <sup>student</sup> transportation, BA supplies, teacher items

Requested by: Trini Blalok Bulldog Academy Date: 1-30-25  
Teacher/Club

Approved by: Cheryl Ewing Date: 1-30-25  
Principal

Approved by: Carol Lovell Date: 1-31-25  
Director of Schools

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

To be completed following fundraiser

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

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

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

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

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

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

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

# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Sponsor Banners

Purpose of Fundraiser: Raise money for Gatlinburg trip

Fund/Account Name: MCHS Softball

Current balance of fund account \$ 4291.47 Date \_\_\_\_\_

Anticipated date(s) of fundraiser: Beginning Feb 2025 Ending March 2025

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

Community business Sponsors

Margin of profit (if applicable): Cash / checks ~ \$1,000

Method by which school will receive profit: Cash / checks

How and when will these funds be spent to benefit students/instruction: as needed for trip

Requested by: Ang Bonner / Softball Date: 1-28-25  
Teacher/Club

Approved by: [Signature] Date: 1/20/25  
Principal

Approved by: [Signature] Date: 1-30-25  
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: holiday grams Valentine's

Purpose of Fundraiser: to raise money for students and teachers

Fund/Account Name: Youth First

Current balance of fund account \$ 14,536.41 Date 1/15/25

Anticipated date(s) of fundraiser: Beginning 2/3/25 Ending 2/14/25

Expected Student Involvement (schoolwide or specific school organization): purchase small gifts for friends and classmates

Margin of profit (if applicable): anything over cost

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

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

Requested by: Stephanie Giles, Youth First president Date: 1/15/25  
Teacher/Club

Approved by: Robert J. Reasoner Date: 1-15-25  
Principal

Approved by: Paul Lovell Date: 1-17-25  
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: Valentines Day Candy Grams

Purpose of Fundraiser: to raise money for end of year prizes for middle school reward day

Fund/Account Name: Middle School Student Council

Current balance of fund account \$ 3,383.63 Date 01/21/2025

Anticipated date(s) of fundraiser: Beginning February 3, 2025 Ending February 14, 2025

Expected Student Involvement (schoolwide or specific school organization):  
middle school student council members

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

Method by which school will receive profit: cash

How and when will these funds be spent to benefit students/instruction: at the end of the school year to purchase prizes for our middle school reward day

Requested by: Teagan Lowe Date: 1/21/2025  
Teacher/Club

Approved by: [Signature] Date: 1/21/25  
Principal

Approved by: [Signature] Date: 1-23-25  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

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



Fundraiser Authorization

Proposed Fundraising Activity: Candy Grams

Purpose of Fundraiser: Honor Club Fundraiser

Fund/Account Name: CES Honor Club

Current balance of fund account \$ 2,146 Date 1/28/25

Anticipated date(s) of fundraiser: Beginning 2/5/25 Ending 2/13/25

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

Margin of profit (if applicable):

Method by which school will receive profit: cash

How and when will these funds be spent to benefit students/instruction: Honor Club Field Trip (for service points)

Requested by: Emily Talley CES Honor Club Teacher/Club Date: 1/28/25

Approved by: [Signature] Principal Date: 1/29/25

Approved by: [Signature] Director of Schools Date: 1-29-25

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

To be completed following fundraiser

Table with 2 columns: Description and Amount. Rows include Total Collections, Less: Total Expenses, Total Fundraiser Profit, Total Purchases with Fundraiser Profit, and \*Difference.

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

Principal's Signature

# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Selling old Jerseys, Left over Caps, any other apparel  
Purpose of Fundraiser: Raise Money for Travel, Food to feed players, Balls, etc.

Fund/Account Name: Tiger Baseball

Current balance of fund account \$ 8505.86 Date 2-4-25

Anticipated date(s) of fundraiser: Beginning Feb 7th Ending May 15th

Expected Student Involvement (schoolwide or specific school organization): We coaches and helpers of baseball team will post on Tiger baseball page old hats and Jerseys for sale.

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

Method by which school will receive profit: Checks and Cash

How and when will these funds be spent to benefit students/instruction: They will be used to buy balls, pay for tournaments, clothing, etc.

Requested by: Ryan Dwyer Date: 2-4-25  
Teacher/Club

Approved by: [Signature] Date: 2/4/25  
Principal

Approved by: [Signature] Date: 2-5-25  
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: Banner Sales for Baseball

Purpose of Fundraiser: Raise Money for Baseball team

Fund/Account Name: MCHS Tiger Baseball

Current balance of fund account \$ 8505.86 Date 2-4-25

Anticipated date(s) of fundraiser: Beginning Feb 7th Ending March 31st

Expected Student Involvement (schoolwide or specific school organization): Players + Parents  
will try and help sale Banners for baseball

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

Method by which school will receive profit: Checks or Cash

How and when will these funds be spent to benefit students/instruction: Spent to work on field,  
buy food to feed boys, clothing, balls, etc...

Requested by: Ryan Hur Date: 2-4-25  
Teacher/Club

Approved by: [Signature] Date: 2/4/25  
Principal

Approved by: [Signature] Date: 2-5-25  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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

# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: XGrain Clothing

Purpose of Fundraiser: Raise Money for baseball team

Fund/Account Name: MCHS Tiger Baseball

Current balance of fund account \$ 4505.86 Date 2-5-25

Anticipated date(s) of fundraiser: Beginning Feb 7th Ending March 31st

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

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

Method by which school will receive profit: XGrain will send \$ for every item sold <sup>of Clothing</sup>

How and when will these funds be spent to benefit students/instruction: Spent to pay for bus, food, equipment, field work, etc..

Requested by: Ryan [Signature] Teacher/Club Date: 2-4-25

Approved by: [Signature] Principal Date: 2/4/25

Approved by: [Signature] Director of Schools Date: 2-5-25

\*\* 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: Car Wash at O'Reilly

Purpose of Fundraiser: Raise money for replacement uniforms, field work, refs, transportation to away games.

Fund/Account Name: MCHS Boys Soccer

Current balance of fund account \$ 636.99 Date 1/28/25

Anticipated date(s) of fundraiser: Beginning 2/8 2/15 2/22 Ending 1-day each

Expected Student Involvement (schoolwide or specific school organization): MCHS Boys Soccer players will man the car wash

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

Method by which school will receive profit: Cars will pay for carwash

How and when will these funds be spent to benefit students/instruction: Will pay for uniforms upon end of fundraiser/refs and transportation department

Requested by: Levi Stanley, Boys Soccer Date: 1/28  
Teacher/Club

Approved by: [Signature] Date: 1/28/25  
Principal

Approved by: [Signature] Date: 1-28-25  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



### Fundraiser Authorization

Proposed Fundraising Activity: Calendar

Purpose of Fundraiser: To raise funds to purchase uniforms, equipment, and to cover travel expenses

Fund/Account Name: Tennis

Current balance of fund account \$ 982.16 Date 1-17-25

Anticipated date(s) of fundraiser: Beginning 2-10-25 Ending 2-24-25

Expected Student Involvement (schoolwide or specific school organization): Student-athletes will ask people for donations

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: The funds will be used to purchase uniforms for students, snacks, & equipment to use.

Requested by: David Lovell / Tennis Date: 1-17-25  
Teacher/Club

Approved by: [Signature] Date: 1-17-25  
Principal

Approved by: [Signature] Date: 1-17-25  
Director of Schools

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

To be completed following fundraiser

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

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

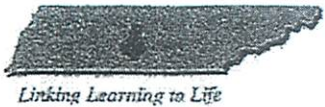
Total Fundraiser Profit \$ \_\_\_\_\_

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Bake Sale  
Purpose of Fundraiser: Pay for ACT for 2-3 Beta Club Students

Fund/Account Name: Beta Club

Current balance of fund account \$ \$1473.73 Date 2-7-25

Anticipated date(s) of fundraiser: Beginning 2/12/25 Ending 2/12/25

Expected Student Involvement (schoolwide or specific school organization): Beta Club will prepare goods to sell during Tiger Time

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

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

How and when will these funds be spent to benefit students/Instruction: 2-3 Students will be reimburse for the costs of ACT

Requested by: Laurie Crowell / Beta Date: 2/6/25  
Teacher/Club

Approved by: [Signature] Date: 2/6/25  
Principal

Approved by: [Signature] Date: 2-10-25  
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: Baseball caps (selling)

Purpose of Fundraiser: To raise funds for Baseball 2025

Fund/Account Name: Baseball

Current balance of fund account \$ 2489.00 Date 2-7-25

Anticipated date(s) of fundraiser: Beginning 2-21-25 Ending 2-28-25

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

Margin of profit (if applicable): 10 per cap

Method by which school will receive profit: Cash or ck

How and when will these funds be spent to benefit students/instruction: Season 2025 Baseball Exp

Requested by: Jimmy Henson Teacher/Club Date: 2-7-25

Approved by: Charlotte Principal Date: 2-10-25

Approved by: Carol Powell Director of Schools Date: 2-10-25

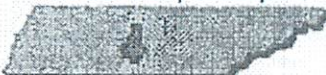
\*\* Request must be made 60 days prior to the proposed fundraiser.

To be completed following fundraiser

Table with 2 columns: Description and Amount. Rows include Total Collections, Less: Total Expenses, Total Fundraiser Profit, Total Purchases with Fundraiser Profit, and \*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: Softball Camp

Purpose of Fundraiser: HS Softball

Fund/Account Name: HS Softball

Current balance of fund account \$ 3,349.58 Date 1/24/25

Anticipated date(s) of fundraiser: Beginning February 28, 2025 Ending February 28, 2025

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

Players

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

Method by which school will receive profit: Registration Fees

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

Equipment - Spring 2025

Requested by: [Signature] Date: 1/23/25  
Teacher/Club

Approved by: [Signature] Date: 1/23/25  
Principal

Approved by: [Signature] Date: 1-23-25  
Director of Schools

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

To be completed following fundraiser:

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

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

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

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

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

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

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



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: Calender

Purpose of Fundraiser: raise money for uniforms and supplies for season.

Fund/Account Name: RocketBandot Blue

Current balance of fund account \$ 20,404.42 Date 1/14/2025

Anticipated date(s) of fundraiser: Beginning 3/1/2025 Ending 4/31/2025

Expected Student Involvement (school wide or specific school organization): band members

Margin of profit (if applicable): 100%

Method by which school will receive profit: cash

How and when will these funds be spent to benefit students/instruction: after all sales are final

Requested by: Budget Hughes Teacher/Club Date: 1/14/2025

Approved by: [Signature] Principal Date: 1/14/25

Approved by: Carol Somell Director of Schools Date: 1-16-25

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

To be completed following fundraiser

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

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

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

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

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

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

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



# Fundraiser Authorization

Linking Learning to Life

Proposed Fundraising Activity: LipSync Battle

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

Fund/Account Name: MCHS Student Council

Current balance of fund account \$ 1550 Date 2/6/2025

Anticipated date(s) of fundraiser: Beginning 03/07/2025 Ending 03/07/2025

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

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

Method by which school will receive profit: \$2 to attend

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

Requested by: Vanessa Sweeney/MCHS Date: 02/03/2025  
Teacher/Club / Student Council

Approved by: [Signature] Date: 2/06/25  
Principal

Approved by: [Signature] Date: 2-6-25  
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: Chapel Hill Theater Club

Purpose of Fundraiser: raise funds for the  
2026 Spring play

Fund/Account Name: Chapel Hill Theater Club

Current balance of fund account \$ 1829.98 Date \_\_\_\_\_

Anticipated date(s) of fundraiser: Beginning Mar. 14<sup>th</sup>, 2025 Ending March 15<sup>th</sup>, 2025

Expected Student Involvement (schoolwide or specific school organization): \_\_\_\_\_  
theater club 2025

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

Method by which school will receive profit: gate fee

How and when will these funds be spent to benefit students/instruction: \_\_\_\_\_  
Spring 2025 and Spring 2026

Requested by: Nicole Lowe Date: 1/23/25  
Teacher/Club

Approved by: Dawn Kinley Date: 1/23/25  
Principal

Approved by: Paul Sorrell Date: 1-24-25  
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: Business Sponsorship and T-Shirt Sale

Purpose of Fundraiser: To raise money to offset the costs of the cheer season - Buying signs, increasing uniform costs, etc

Fund/Account Name: JR High Cheerleading

Current balance of fund account \$ 1166.47 Date 1-7-25

Anticipated date(s) of fundraiser: Beginning 3-24-25 Ending 4-7-25

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

FMS Cheer

Margin of profit (if applicable): 100%

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

How and when will these funds be spent to benefit students/instruction: The funds will be used to buy new equipment and lower the individual costs of each cheerleader.

Requested by: Leather Robinson / FMS Cheer Date: 1-7-25  
Teacher/Club

Approved by: [Signature] Date: 1/14/25  
Principal

Approved by: [Signature] Date: 1-14-25  
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: Nothing Bundt cake sale

Purpose of Fundraiser: To raise funds for student end of year celebration, teacher classroom, end of year awards

Fund/Account Name: 5th + 6th SMAK

Current balance of fund account \$ 7331.01 + 7298.05 Date 1/21/25

Anticipated date(s) of fundraiser: Beginning 4/1/25 Ending 4/15/25

Expected Student Involvement (schoolwide or specific school organization): Students sell cakes to friends and family

Margin of profit (if applicable): \$1.75-per cake sold

Method by which school will receive profit: selling cakes

How and when will these funds be spent to benefit students/instruction: End of year reward party for all students / throughout the year for teacher & students

Requested by: Tara Stacey / 5th SMAK Date: 1/29/25  
Teacher/Club

Approved by: Robert J Reasoner Date: 1-29-25  
Principal

Approved by: Paul Sorrell Date: 1-29-25  
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: Dodgeball Tournament

Purpose of Fundraiser: To raise funds for leadership events, Renaissance activities, and service projects

Fund/Account Name: mchs Student Council

Current balance of fund account \$ 1554 Date 2/6/25

Anticipated date(s) of fundraiser: Beginning 01/02/2025 Ending 01/02/2025

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

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

Method by which school will receive profit: \$2 to attend

How and when will these funds be spent to benefit students/instruction: Funds will be used for graduation cords, teacher appreciation week, and end of the year activities

Requested by: Vanessa Sweeney/mchs Date: 02/03/2025  
Teacher/Club / Student Council

Approved by: [Signature] Date: 2/06/25  
Principal

Approved by: [Signature] Date: 2-6-25  
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: Pick a Date Calendar Fundraiser

Purpose of Fundraiser: To raise money for Dungeons and Dragons equipment such as dice, player handbooks, and dungeon master guides for club use.

Fund/Account Name: Dungeon + Dragons

Current balance of fund account \$ 0 Date 1/29/25

Anticipated date(s) of fundraiser: Beginning April 9, 2025 Ending April 30, 2025

Expected Student Involvement (schoolwide or specific school organization): Club members will ask for donations to their calendar

Margin of profit (if applicable): N/A

Method by which school will receive profit: Club members will bring funds to me; I will bring funds to Mrs. Spence

How and when will these funds be spent to benefit students/instruction: Once the fundraiser is concluded, funds will immediately be used to buy club equipment

Requested by: K. Hardison/Dungeons and Dragons Club Date: 1/29/25  
Teacher/Club

Approved by: [Signature] Date: 1/30/25  
Principal

Approved by: [Signature] Date: 1-30-25  
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: Yard Sale

Purpose of Fundraiser: To raise money to offset the costs of the cheer season - Buying signs, increasing uniform costs, etc...

Fund/Account Name: JR High Cheerleading

Current balance of fund account \$ 166.47 Date 1-7-25

Anticipated date(s) of fundraiser: Beginning 4-26-25 Ending 4-26-25

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

FMS Cheer

Margin of profit (if applicable): 100%

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

How and when will these funds be spent to benefit students/Instruction: The funds will be used by 10/1/25 to buy new equipment and lower the individual costs of each cheer leader.

Requested by: Heather Robinson / FMS Cheer Date: 1-7-25  
Teacher/Club

Approved by: [Signature] Date: 1/14/25  
Principal

Approved by: [Signature] Date: 1-14-25  
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: Spot Lowe Spring Cruise-in

Purpose of Fundraiser: Provide activity for students to learn how to promote and organize activities, interact with local car enthusiasts, raise funds for student travel and awards.

Fund/Account Name: Spot Lowe Automotive

Current balance of fund account: \$ 3,033.67 Date 2-6-25

Anticipated date(s) of fundraiser: Beginning 4-26-25 Ending 4-26-25

Expected Student Involvement (schoolwide or specific school organization): MLR students from MCHS, CHS, and FHS.

Margin of profit (if applicable):

Method by which school will receive profit: Donations

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

Requested by: [Signature] Date: 2-6-25  
Teacher/Club

Approved by: [Signature] Date: 2/6/25  
Principal

Approved by: [Signature] Date: 2-6-25  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Calendar Fundraiser

Purpose of Fundraiser: To raise money to offset the costs of the cheer season

Fund/Account Name: FMS Cheerleading

Current balance of fund account \$ 1166.<sup>00</sup> Date 1-7-25

Anticipated date(s) of fundraiser: Beginning 5-1-25 Ending 5-31-25

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

FMS Cheer

Margin of profit (if applicable): 100%

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

How and when will these funds be spent to benefit students/instruction: The funds will be used to buy new equipment and lower the individual costs of each cheerleader by 10/1/25

Requested by: Heather Robinson/FMS Cheer Date: 1-7-25  
Teacher/Club

Approved by: [Signature] Date: 1/14/25  
Principal

Approved by: [Signature] Date: 1-14-25  
Director of Schools

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

### To be completed following fundraiser

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

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

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

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

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

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

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

**2024-2025 Consolidated Application  
Free/Reduced Lunch Percentages**

**Aug. 2024**

School	# Free/Red	ADM	% F/R
MES	286	403	70.97%
LMS	303	428	70.79%
WES	396	566	69.96%
OGES	298	420	70.95%
CES	212	477	44.44%
MCHS	537	816	65.81%
CHS	168	400	42.00%
CHES	195	556	35.07%
FHS	257	800	32.13%
DHIS	164	425	38.59%
<b>District</b>	<b>2816</b>	<b>5291</b>	<b>53.22%</b>

**Sept. 2024**

School	# Free/Red	ADM	% F/R
MES	294	402	73.13%
LMS	318	430	73.95%
WES	411	566	72.61%
OGES	303	420	72.14%
CES	219	476	46.01%
MCHS	549	811	67.69%
CHS	171	401	42.64%
CHES	204	559	36.49%
FHS	264	794	33.25%
DHIS	167	423	39.48%
<b>District</b>	<b>2900</b>	<b>5282</b>	<b>54.90%</b>

**Oct. 2024**

School	# Free/Red	ADM	% F/R
MES	300	402	74.63%
LMS	315	425	74.12%
WES	414	560	73.93%
OGES	303	420	72.14%
CES	216	470	45.96%
MCHS	548	806	67.99%
CHS	173	394	43.91%
CHES	204	555	36.76%
FHS	264	788	33.50%
DHIS	167	421	39.67%
<b>District</b>	<b>2904</b>	<b>5241</b>	<b>55.41%</b>

**Nov. 2024**

School	# Free/Red	ADM	% F/R
MES	300	402	74.63%
LMS	314	424	74.06%
WES	413	557	74.15%
OGES	303	420	72.14%
CES	215	468	45.94%
MCHS	548	805	68.07%
CHS	175	393	44.53%
CHES	205	552	37.14%
FHS	265	789	33.59%
DHIS	167	420	39.76%
<b>District</b>	<b>2905</b>	<b>5230</b>	<b>55.54%</b>

**Dec. 2024**

School	# Free/Red	ADM	% F/R
MES	302	403	74.94%
LMS	310	419	73.99%
WES	415	560	74.11%
OGES	301	420	71.67%
CES	217	468	46.37%
MCHS	547	797	68.63%
CHS	175	392	44.64%
CHES	202	548	36.86%
FHS	262	785	33.38%
DHIS	162	416	38.94%
<b>District</b>	<b>2893</b>	<b>5208</b>	<b>55.55%</b>

**Jan. 2025**

School	# Free/Red	ADM	% F/R
MES	301	404	74.50%
LMS	312	417	74.82%
WES	414	562	73.67%
OGES	305	424	71.93%
CES	216	465	46.45%
MCHS	545	778	70.05%
CHS	163	364	44.78%
CHES	214	554	38.63%
FHS	256	762	33.60%
DHIS	168	417	40.29%
<b>District</b>	<b>2894</b>	<b>5147</b>	<b>56.23%</b>

**Feb. 2025**

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

**Mar. 2025**

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

**Apr. 2025**

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

**May 2025**

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

Acct	Acct Description	2024-25	2024-25	2024-25	2024-25	2024-25	Unexpended	December
		Original Budget	Budget Revisions	Revised Budget	FYTD Activity	FYTD %		
141	GENERAL PURPOSE SCHOOL							
40110	CURRENT PROPERTY TAX	9,225,853.00	0.00	9,225,853.00	5,050,341.81	54.74	4,175,511.19	3,744,028.07
40120	TRUSTEE'S COLLECTIONS - PRIOR	149,934.00	0.00	149,934.00	86,085.50	57.42	63,848.50	16,264.70
40125	TRUSTEE'S COLLECTIONS - BANKRU	5,000.00	0.00	5,000.00	0.00	0.00	5,000.00	0.00
40130	CIR CLK/CLK & MASTER COLLECTIO	51,676.00	0.00	51,676.00	12,877.70	24.92	38,798.30	2,026.83
40140	INTEREST AND PENALTY	30,513.00	0.00	30,513.00	9,119.97	29.89	21,393.03	2,361.96
401--	COUNTY PROPERTY TAXES	9,462,976.00	0.00	9,462,976.00	5,158,424.98	54.51	4,304,551.02	3,764,681.56
40210	LOCAL OPTION SALES TAX	4,900,000.00	0.00	4,900,000.00	2,141,211.75	43.70	2,758,788.25	420,107.37
40275	MIXED DRINK TAX	20,000.00	0.00	20,000.00	10,052.37	50.26	9,947.63	0.00
402--	COUNTY LOCAL OPTION TAXES	4,920,000.00	0.00	4,920,000.00	2,151,264.12	43.72	2,768,735.88	420,107.37
41110	MARRIAGE LICENSES	2,000.00	0.00	2,000.00	1,273.00	63.65	727.00	0.00
411--	LICENSES	2,000.00	0.00	2,000.00	1,273.00	63.65	727.00	0.00
43517	TUITION - OTHER	125,000.00	0.00	125,000.00	63,685.00	50.95	61,315.00	28,540.00
43570	RECEIPTS FROM INDIVIDUAL SCHO	75,000.00	0.00	75,000.00	40,491.20	53.99	34,508.80	11,384.25
43583	TBI CRIMINAL BACKGROUND FEE	500.00	0.00	500.00	148.60	29.72	351.40	0.00
435--	EDUCATION CHARGES	200,500.00	0.00	200,500.00	104,324.80	52.03	96,175.20	39,924.25
43990	OTHER CHARGES FOR SERVICES	40,000.00	0.00	40,000.00	13,902.25	34.76	26,097.75	5,292.25
439--		40,000.00	0.00	40,000.00	13,902.25	34.76	26,097.75	5,292.25
44130	SALE OF MATERIALS AND SUPPLIES	3,000.00	0.00	3,000.00	4,347.00	144.90	-1,347.00	0.00
44170	MISCELLANEOUS REFUNDS	80,000.00	0.00	80,000.00	12,578.89	15.72	67,421.11	2,576.69
441--	RECURRING ITEMS	83,000.00	0.00	83,000.00	16,925.89	20.39	66,074.11	2,576.69
44530	SALE OF EQUIPMENT	3,000.00	0.00	3,000.00	27,520.00	917.33	-24,520.00	20.00
44560	DAMAGES RECOVERED FROM INDIVID	1,000.00	0.00	1,000.00	1,625.00	162.50	-625.00	200.00
44570		0.00	0.00	0.00	27,018.00	0.00	-27,018.00	0.00
445--	NONRECURRING ITEMS	4,000.00	0.00	4,000.00	56,163.00	1,404.08	-52,163.00	220.00

Acct	Acct Description	2024-25 Original Budget	2024-25 Budget Revisions	2024-25 Revised Budget	2024-25 FYTD Activity	2024-25 FYTD %	Unexpended Balance	December 2024-25 Monthly Activity
141	GENERAL PURPOSE SCHOOL							
46510	TISA	40,091,007.00	0.00	40,091,007.00	20,259,117.50	50.53	19,831,889.50	4,364,255.50
46515	EARLY CHILDHOOD EDUCATION	193,519.00	59,227.48	252,746.48	70,359.58	27.84	182,386.90	23,865.93
46550	DRIVER EDUCATION	15,662.00	0.00	15,662.00	0.00	0.00	15,662.00	0.00
465--	STATE EDUCATION FUNDS	40,300,188.00	59,227.48	40,359,415.48	20,329,477.08	50.37	20,029,938.40	4,388,121.43
46610	CAREER LADDER PROGRAM	50,000.00	0.00	50,000.00	29,551.60	59.10	20,448.40	0.00
466--	CAREER LADDER PROGRAM	50,000.00	0.00	50,000.00	29,551.60	59.10	20,448.40	0.00
46790	OTHER VOCATIONAL	125,243.00	2,806,912.80	2,932,155.80	162,960.58	5.56	2,769,195.22	162,960.58
467--	VOCATIONAL	125,243.00	2,806,912.80	2,932,155.80	162,960.58	5.56	2,769,195.22	162,960.58
46851	STATE REVENUE SHARING -T.V.A.	190,000.00	0.00	190,000.00	77,495.61	40.79	112,504.39	0.00
468--	OTHER STATE REVENUES	190,000.00	0.00	190,000.00	77,495.61	40.79	112,504.39	0.00
46980		0.00	27,358.41	27,358.41	6,250.50	22.85	21,107.91	0.00
469--		0.00	27,358.41	27,358.41	6,250.50	22.85	21,107.91	0.00
47147	SAFE AND DRUG-FREE SCHOOLS-ST	0.00	321,250.00	321,250.00	61,809.93	19.24	259,440.07	47,145.35
471--	FEDERAL THROUGH STATE	0.00	321,250.00	321,250.00	61,809.93	19.24	259,440.07	47,145.35
49700	INSURANCE RECOVERY	2,000.00	0.00	2,000.00	43,932.00	2,196.60	-41,932.00	0.00
497--	INSURANCE RECOVERY	2,000.00	0.00	2,000.00	43,932.00	2,196.60	-41,932.00	0.00
-----	GENERAL PURPOSE SCHOOL	55,379,907.00	3,214,748.69	58,594,655.69	28,213,755.34	48.15	30,380,900.35	8,831,029.48

Acct	Acct Description	2024-25 Original Budget	2024-25 Budget Revisions	2024-25 Revised Budget	2024-25 FYTD Activity	2024-25 FYTD %	Unexpended Balance	December Monthly Activity
	Grand Revenue Totals	55,379,907.00	3,214,748.69	58,594,655.69	28,213,755.34	48.15	30,380,900.35	8,831,029.48

Number of Accounts: 32

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

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71100	REGULAR INSTRUCTION PROGRAM								
116	TEACHERS	18,336,620.00	18,248,254.46	7,600,763.00	0.00	10,647,491.46	41.65	1,549,281.31	0.00
117	CAREER LADDER PROGRAM	29,800.00	29,800.00	15,400.00	0.00	14,400.00	51.68	500.00	0.00
128	HOMEBOUND TEACHERS	10,000.00	10,000.00	1,890.00	0.00	8,110.00	18.90	1,260.00	0.00
163	EDUCATIONAL ASSISTANTS	803,246.00	803,246.00	321,552.82	0.00	481,693.18	40.03	65,229.68	0.00
186	LONGEVITY PAY	197,400.00	197,400.00	189,375.00	0.00	8,025.00	95.93	0.00	0.00
189	OTHER SALARIES & WAGES	752,918.00	752,918.00	343,088.83	0.00	409,829.17	45.57	86,496.99	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	30,000.00	30,000.00	17,282.68	0.00	12,717.32	57.61	1,734.70	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	180,000.00	180,000.00	146,553.91	0.00	33,446.09	81.42	41,222.54	0.00
201	SOCIAL SECURITY	1,261,079.00	1,255,673.80	493,728.02	0.00	761,945.78	39.32	97,969.25	0.00
204	PENSIONS	1,291,788.00	1,285,279.72	585,044.50	0.00	700,235.22	45.52	116,469.01	0.00
207	MEDICAL INSURANCE	3,959,121.00	3,946,300.49	1,616,008.71	0.00	2,330,291.78	40.95	340,314.73	0.00
208	DENTAL INSURANCE	11,856.00	11,814.96	5,924.56	0.00	5,890.40	50.14	1,220.48	0.00
210	UNEMPLOYMENT COMPENSATION	9,972.00	9,972.00	1,409.33	0.00	8,562.67	14.13	194.84	0.00
212	EMPLOYER MEDICARE	294,930.00	293,917.06	119,555.55	0.00	174,361.51	40.68	23,803.35	0.00
217	RETIREMENT-HYBRID STABILIZATIO	72,986.00	72,986.00	34,776.91	0.00	38,209.09	47.65	6,945.71	0.00
336	MAINTENANCE AND REPAIR SERVICE	135,675.00	135,675.00	45,684.16	10,156.50	79,834.34	41.16	6,687.34	5,891.29
355	TRAVEL	2,000.00	2,000.00	767.52	0.00	1,232.48	38.38	251.80	0.00
356	TUITION	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	43,500.00	43,500.00	80,916.49	0.00	-37,416.49	186.01	7,485.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	335,950.00	335,950.00	296,111.32	18,384.78	21,453.90	93.61	5,681.27	39,360.95
449	TEXTBOOKS	502,601.00	502,601.00	36,008.54	0.00	466,592.46	7.16	0.00	8,992.75
722	REGULAR INSTRUCTION EQUIPMENT	103,000.00	103,000.00	100,133.90	1,977.54	888.56	99.14	1,193.97	0.00
790	OTHER EQUIPMENT	0.00	0.00	7,903.88	0.00	-7,903.88	0.00	0.00	10,003.88
---	REGULAR INSTRUCTION PROGRAM	28,379,442.00	28,265,288.49	12,059,879.63	30,518.82	16,174,890.04	42.77	2,353,941.97	64,248.87

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71150	ALTERNATIVE INSTRUCTION PROGRA								
116	TEACHERS	136,432.00	136,432.00	56,846.30	0.00	79,585.70	41.67	11,369.26	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	1,000.00	1,000.00	730.00	0.00	270.00	73.00	95.00	0.00
201	SOCIAL SECURITY	8,617.00	8,617.00	3,404.47	0.00	5,212.53	39.51	646.95	0.00
204	PENSIONS	8,776.00	8,776.00	3,714.03	0.00	5,061.97	42.32	723.09	0.00
207	MEDICAL INSURANCE	37,331.00	37,331.00	15,595.37	0.00	21,735.63	41.78	3,139.89	0.00
208	DENTAL INSURANCE	91.00	91.00	45.60	0.00	45.40	50.11	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	0.82	0.00	62.18	1.30	0.00	0.00
212	EMPLOYER MEDICARE	2,015.00	2,015.00	796.24	0.00	1,218.76	39.52	151.30	0.00
399	OTHER CONTRACTED SERVICES	3,000.00	3,000.00	244.07	0.00	2,755.93	8.14	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	800.00	800.00	509.68	0.00	290.32	63.71	0.00	0.00
722	REGULAR INSTRUCTION EQUIPMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00
---	ALTERNATIVE INSTRUCTION PROGRA	202,675.00	202,675.00	83,436.58	0.00	119,238.42	41.17	16,134.61	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71200	SPECIAL EDUCATION PROGRAM								
116	TEACHERS	1,589,996.00	1,589,996.00	558,012.88	0.00	1,031,983.12	35.10	109,862.52	0.00
117	CAREER LADDER PROGRAM	5,500.00	5,500.00	1,590.00	0.00	3,910.00	28.91	0.00	0.00
128	HOMEBOUND TEACHERS	6,000.00	6,000.00	1,725.00	0.00	4,275.00	28.75	495.00	0.00
163	EDUCATIONAL ASSISTANTS	635,204.00	649,264.00	291,224.84	0.00	358,039.16	44.85	61,109.61	0.00
171	SPEECH PATHOLOGIST	333,011.00	333,011.00	87,857.85	0.00	245,153.15	26.38	17,720.35	0.00
186	LONGEVITY PAY	28,900.00	28,900.00	25,425.00	0.00	3,475.00	87.98	0.00	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	3,500.00	3,500.00	300.00	0.00	3,200.00	8.57	100.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	24,000.00	24,000.00	19,965.00	0.00	4,035.00	83.19	2,847.50	0.00
201	SOCIAL SECURITY	162,819.00	163,691.00	56,441.11	0.00	107,249.89	34.48	10,758.08	0.00
204	PENSIONS	172,513.00	173,568.00	68,947.72	0.00	104,620.28	39.72	13,500.39	0.00
207	MEDICAL INSURANCE	808,605.00	824,680.00	268,660.18	0.00	556,019.82	32.58	56,527.36	0.00
208	DENTAL INSURANCE	2,380.00	2,417.00	1,015.74	0.00	1,401.26	42.02	213.18	0.00
210	UNEMPLOYMENT COMPENSATION	1,658.00	1,748.00	209.67	0.00	1,538.33	11.99	17.32	0.00
212	EMPLOYER MEDICARE	38,079.00	38,284.00	13,304.26	0.00	24,979.74	34.75	2,536.08	0.00
217	RETIREMENT-HYBRID STABILIZATIO	6,757.00	6,757.00	2,672.89	0.00	4,084.11	39.56	513.62	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	0.00	0.00	60,947.33	0.00	-60,947.33	0.00	13,381.55	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	7,400.00	24,233.48	8,738.95	0.00	15,494.53	36.06	0.00	0.00
725	SPECIAL EDUCATION EQUIPMENT	0.00	10,000.00	2,896.00	0.00	7,104.00	28.96	0.00	0.00
790	OTHER EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
---	SPECIAL EDUCATION PROGRAM	3,827,322.00	3,886,549.48	1,469,934.42	0.00	2,416,615.06	37.82	289,582.56	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71300	CAREER AND TECHNICAL EDUCATION								
116	TEACHERS	1,278,145.00	1,278,145.00	498,504.60	0.00	779,640.40	39.00	100,365.80	0.00
117	CAREER LADDER PROGRAM	2,000.00	2,000.00	1,000.00	0.00	1,000.00	50.00	0.00	0.00
186	LONGEVITY PAY	10,850.00	10,850.00	11,050.00	0.00	-200.00	101.84	0.00	0.00
189	OTHER SALARIES & WAGES	75,254.00	75,254.00	37,627.20	0.00	37,626.80	50.00	6,271.20	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	4,860.00	0.00	3,140.00	60.75	1,260.00	0.00
201	SOCIAL SECURITY	85,265.00	85,265.00	32,428.06	0.00	52,836.94	38.03	6,231.52	0.00
204	PENSIONS	87,751.00	87,751.00	39,445.29	0.00	48,305.71	44.95	7,703.82	0.00
207	MEDICAL INSURANCE	250,627.00	250,627.00	110,828.06	0.00	139,798.94	44.22	24,510.73	0.00
208	DENTAL INSURANCE	780.00	780.00	383.04	0.00	396.96	49.11	82.08	0.00
210	UNEMPLOYMENT COMPENSATION	530.00	530.00	37.06	0.00	492.94	6.99	1.97	0.00
212	EMPLOYER MEDICARE	19,941.00	19,941.00	7,599.99	0.00	12,341.01	38.11	1,457.35	0.00
217	RETIREMENT-HYBRID STABILIZATIO	5,327.00	5,327.00	2,562.78	0.00	2,764.22	48.11	518.44	0.00
336	MAINTENANCE AND REPAIR SERVICE	2,500.00	2,500.00	430.00	0.00	2,070.00	17.20	430.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	34,800.00	66,466.00	20,229.50	1,505.09	44,731.41	32.70	2,351.38	0.00
449	TEXTBOOKS	2,000.00	2,000.00	1,499.00	0.00	501.00	74.95	0.00	0.00
599	OTHER CHARGES	500.00	500.00	385.48	14.93	99.59	80.08	0.00	0.00
730	VOCATIONAL INSTRUCTION EQUIPME	30,000.00	854,529.10	96,875.71	93.72	757,559.67	11.35	1,467.69	0.00
---	CAREER AND TECHNICAL EDUCATION	1,895,270.00	2,751,465.10	865,845.77	1,613.74	1,884,005.59	31.53	152,651.98	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72110	ATTENDANCE								
105	SUPERVISOR/DIRECTOR	47,792.00	47,792.00	24,467.79	508.20	22,816.01	52.26	4,554.84	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	183,904.00	183,904.00	82,370.67	0.00	101,533.33	44.79	16,219.94	0.00
162	CLERICAL PERSONNEL	66,227.00	66,227.00	33,122.58	0.00	33,104.42	50.01	5,520.43	0.00
186	LONGEVITY PAY	5,900.00	5,900.00	6,300.00	0.00	-400.00	106.78	0.00	0.00
201	SOCIAL SECURITY	15,874.00	15,874.00	6,430.22	0.00	9,443.78	40.51	1,138.54	0.00
204	PENSIONS	19,202.00	19,202.00	8,065.59	0.00	11,136.41	42.00	1,449.75	0.00
207	MEDICAL INSURANCE	33,173.00	33,173.00	15,577.27	0.00	17,595.73	46.96	3,136.62	0.00
208	DENTAL INSURANCE	228.00	228.00	105.55	0.00	122.45	46.29	21.11	0.00
210	UNEMPLOYMENT COMPENSATION	168.00	168.00	0.00	0.00	168.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	4,414.00	4,414.00	2,061.36	0.00	2,352.64	46.70	358.98	0.00
355	TRAVEL	2,500.00	2,500.00	703.05	0.00	1,796.95	28.12	33.37	0.00
399	OTHER CONTRACTED SERVICES	39,340.00	39,340.00	26,646.98	0.00	12,693.02	67.74	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	3,000.00	3,000.00	1,176.63	0.00	1,823.37	39.22	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	250.00	0.00	3,750.00	6.25	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	430,322.00	430,322.00	207,577.69	508.20	222,236.11	48.36	32,433.58	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72120	HEALTH SERVICES								
105	SUPERVISOR/DIRECTOR	133,865.00	133,865.00	43,309.02	0.00	90,555.98	32.35	7,218.17	0.00
117	CAREER LADDER PROGRAM	600.00	600.00	300.00	0.00	300.00	50.00	0.00	0.00
131	MEDICAL PERSONNEL	319,998.00	319,998.00	148,697.16	0.00	171,300.84	46.47	28,222.31	0.00
186	LONGEVITY PAY	6,100.00	6,100.00	3,550.00	0.00	2,550.00	58.20	0.00	0.00
201	SOCIAL SECURITY	25,588.00	25,588.00	11,258.01	0.00	14,329.99	44.00	2,080.84	0.00
204	PENSIONS	27,461.00	27,461.00	14,758.15	0.00	12,702.85	53.74	2,770.45	0.00
207	MEDICAL INSURANCE	86,583.00	86,583.00	28,087.19	0.00	58,495.81	32.44	5,654.79	0.00
208	DENTAL INSURANCE	319.00	319.00	136.80	0.00	182.20	42.88	27.36	0.00
210	UNEMPLOYMENT COMPENSATION	294.00	294.00	35.56	0.00	258.44	12.10	0.81	0.00
212	EMPLOYER MEDICARE	6,677.00	6,677.00	2,728.41	0.00	3,948.59	40.86	486.65	0.00
217	RETIREMENT-HYBRID STABILIZATIO	2,966.00	2,966.00	1,415.40	0.00	1,550.60	47.72	265.31	0.00
355	TRAVEL	1,000.00	1,000.00	1,170.53	0.00	-170.53	117.05	345.12	0.00
399	OTHER CONTRACTED SERVICES	40,000.00	40,000.00	40,000.00	0.00	0.00	100.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	13,000.00	13,000.00	9,911.15	124.16	2,964.69	77.19	240.31	0.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	265.00	0.00	1,735.00	13.25	0.00	0.00
599	OTHER CHARGES	5,000.00	5,000.00	250.00	0.00	4,750.00	5.00	0.00	0.00
735	HEALTH EQUIPMENT	2,000.00	2,000.00	2,053.74	0.00	-53.74	102.69	1,985.00	0.00
---	HEALTH SERVICES	673,451.00	673,451.00	307,926.12	124.16	365,400.72	45.74	49,297.12	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 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	811,187.00	811,187.00	327,664.81	0.00	483,522.19	40.39	64,862.30	0.00
163	EDUCATIONAL ASSISTANTS	67,157.00	67,157.00	29,320.20	0.00	37,836.80	43.66	5,864.04	0.00
186	LONGEVITY PAY	10,800.00	10,800.00	10,800.00	0.00	0.00	100.00	0.00	0.00
189	OTHER SALARIES & WAGES	2,000.00	2,000.00	1,892.50	0.00	107.50	94.63	0.00	0.00
201	SOCIAL SECURITY	55,313.00	55,313.00	21,626.82	0.00	33,686.18	39.10	4,068.72	0.00
204	PENSIONS	57,410.00	57,410.00	25,520.07	0.00	31,889.93	44.45	4,945.33	0.00
207	MEDICAL INSURANCE	214,500.00	214,500.00	83,379.46	0.00	131,120.54	38.87	16,487.12	0.00
208	DENTAL INSURANCE	510.00	510.00	223.44	0.00	286.56	43.81	45.60	0.00
210	UNEMPLOYMENT COMPENSATION	363.00	363.00	46.06	0.00	316.94	12.69	9.89	0.00
212	EMPLOYER MEDICARE	12,936.00	12,936.00	5,061.17	0.00	7,874.83	39.12	951.54	0.00
217	RETIREMENT-HYBRID STABILIZATIO	1,854.00	1,854.00	1,055.76	0.00	798.24	56.94	231.87	0.00
322	EVALUATION AND TESTING	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	20,000.00	47,358.41	27,679.50	8,178.50	11,500.41	75.72	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	4,125.00	4,125.00	1,035.79	532.00	2,557.21	38.01	456.80	0.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	1,600.00	1,925.00	-1,525.00	176.25	1,600.00	0.00
599	OTHER CHARGES	14,000.00	14,000.00	6,312.74	5,010.96	2,676.30	80.88	0.00	0.00
790	OTHER EQUIPMENT	0.00	0.00	377.94	0.00	-377.94	0.00	0.00	0.00
---	OTHER STUDENT SUPPORT	1,290,155.00	1,317,513.41	544,096.26	15,646.46	757,770.69	42.48	99,523.21	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72210	REGULAR INSTRUCTION PROGRAM								
105	SUPERVISOR/DIRECTOR	452,966.00	452,966.00	249,870.93	0.00	203,095.07	55.16	42,508.10	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	627,929.00	627,929.00	262,724.80	0.00	365,204.20	41.84	52,544.96	0.00
161	SECRETARY(S)	83,915.00	83,915.00	40,974.52	0.00	42,940.48	48.83	6,013.82	0.00
186	LONGEVITY PAY	16,350.00	16,350.00	20,675.00	0.00	-4,325.00	126.45	0.00	0.00
189	OTHER SALARIES & WAGES	76,366.00	76,366.00	31,851.45	0.00	44,514.55	41.71	6,127.29	0.00
201	SOCIAL SECURITY	78,215.00	78,215.00	35,554.57	0.00	42,660.43	45.46	6,206.71	0.00
204	PENSIONS	81,685.00	81,685.00	41,078.63	0.00	40,606.37	50.29	7,338.14	0.00
207	MEDICAL INSURANCE	256,928.00	256,928.00	107,109.99	0.00	149,818.01	41.69	21,591.62	0.00
208	DENTAL INSURANCE	640.00	640.00	319.20	0.00	320.80	49.88	63.84	0.00
210	UNEMPLOYMENT COMPENSATION	399.00	399.00	25.19	0.00	373.81	6.31	0.00	0.00
212	EMPLOYER MEDICARE	18,292.00	18,292.00	8,381.53	0.00	9,910.47	45.82	1,451.54	0.00
217	RETIREMENT-HYBRID STABILIZATIO	2,296.00	2,296.00	1,224.85	0.00	1,071.15	53.35	241.27	0.00
355	TRAVEL	3,000.00	3,000.00	5,254.42	0.00	-2,254.42	175.15	470.28	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	23,650.00	13,303.36	1,898.33	8,448.31	64.28	1,469.60	0.00
499	OTHER SUPPLIES AND MATERIALS	8,750.00	8,750.00	2,689.48	257.39	5,803.13	33.68	238.14	0.00
524	STAFF DEVELOPMENT	50,000.00	50,000.00	9,782.37	491.49	39,726.14	20.55	311.74	75.00
599	OTHER CHARGES	0.00	0.00	0.00	400.06	-400.06	0.00	0.00	0.00
790	OTHER EQUIPMENT	2,000.00	2,000.00	493.31	0.00	1,506.69	24.67	0.00	0.00
---	REGULAR INSTRUCTION PROGRAM	1,797,581.00	1,797,581.00	833,313.60	3,047.27	961,220.13	46.53	146,577.05	75.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72220	SPECIAL EDUCATION PROGRAM								
105	SUPERVISOR/DIRECTOR	87,618.00	87,618.00	43,809.00	0.00	43,809.00	50.00	7,301.50	0.00
117	CAREER LADDER PROGRAM	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
124	PHSYCOLOGICAL PERSONNEL	70,296.00	70,296.00	0.00	0.00	70,296.00	0.00	0.00	0.00
186	LONGEVITY PAY	1,400.00	1,400.00	1,400.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	9,877.00	9,877.00	2,723.71	0.00	7,153.29	27.58	432.02	0.00
204	PENSIONS	10,167.00	10,167.00	2,881.59	0.00	7,285.41	28.34	464.38	0.00
207	MEDICAL INSURANCE	27,484.00	27,484.00	8,083.70	0.00	19,400.30	29.41	1,627.63	0.00
208	DENTAL INSURANCE	46.00	46.00	0.00	0.00	46.00	0.00	0.00	0.00
210	UNEMPLOYMENT COMPENSATION	42.00	42.00	0.00	0.00	42.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	2,316.00	2,316.00	637.02	0.00	1,678.98	27.51	101.04	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	80,000.00	80,000.00	80,895.92	0.00	-895.92	101.12	17,439.59	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	291,246.00	291,246.00	140,430.94	0.00	150,815.06	48.22	27,366.16	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72230	CAREER AND TECHNICAL EDUCATION								
105	SUPERVISOR/DIRECTOR	102,168.00	107,168.00	53,739.00	0.00	53,429.00	50.14	8,956.50	0.00
161	SECRETARY(S)	33,298.00	33,298.00	13,874.00	0.00	19,424.00	41.67	2,774.80	0.00
186	LONGEVITY PAY	700.00	700.00	700.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	8,442.00	8,442.00	3,990.44	0.00	4,451.56	47.27	664.43	0.00
204	PENSIONS	9,040.00	9,040.00	4,502.85	0.00	4,537.15	49.81	777.74	0.00
207	MEDICAL INSURANCE	38,699.00	38,699.00	16,167.40	0.00	22,531.60	41.78	3,255.26	0.00
208	DENTAL INSURANCE	91.00	91.00	45.60	0.00	45.40	50.11	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	42.00	42.00	0.00	0.00	42.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	1,974.00	1,974.00	933.26	0.00	1,040.74	47.28	155.39	0.00
307	COMMUNICATION	3,200.00	3,200.00	303.00	0.00	2,897.00	9.47	50.50	0.00
355	TRAVEL	500.00	500.00	365.27	0.00	134.73	73.05	92.72	0.00
399	OTHER CONTRACTED SERVICES	4,000.00	4,000.00	1,523.22	0.00	2,476.78	38.08	474.10	0.00
599	OTHER CHARGES	500.00	500.00	237.05	0.00	262.95	47.41	0.00	0.00
---	CAREER AND TECHNICAL EDUCATION	202,654.00	207,654.00	96,381.09	0.00	111,272.91	46.41	17,210.56	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72250	TECHNOLOGY								
105	SUPERVISOR/DIRECTOR	94,493.00	94,493.00	47,246.52	0.00	47,246.48	50.00	7,874.42	0.00
121	DATA PROCESSING PERSONNEL	236,985.00	236,985.00	118,352.64	0.00	118,632.36	49.94	19,725.44	0.00
186	LONGEVITY PAY	1,700.00	1,700.00	1,950.00	0.00	-250.00	114.71	0.00	0.00
201	SOCIAL SECURITY	20,657.00	20,657.00	10,064.36	0.00	10,592.64	48.72	1,627.46	0.00
204	PENSIONS	24,988.00	24,988.00	12,803.91	0.00	12,184.09	51.24	2,109.36	0.00
207	MEDICAL INSURANCE	58,457.00	58,457.00	24,421.09	0.00	34,035.91	41.78	4,916.92	0.00
208	DENTAL INSURANCE	228.00	228.00	114.00	0.00	114.00	50.00	22.80	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	0.00	0.00	147.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	4,831.00	4,831.00	2,353.78	0.00	2,477.22	48.72	380.62	0.00
217	RETIREMENT-HYBRID STABILIZATIO	1,001.00	1,001.00	475.44	0.00	525.56	47.50	78.74	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	110,000.00	110,000.00	85,485.98	9,343.82	15,170.20	86.21	0.00	0.00
350	INTERNET CONNECTIVITY	125,000.00	125,000.00	124,123.20	0.00	876.80	99.30	0.00	0.00
399	OTHER CONTRACTED SERVICES	11,500.00	11,500.00	11,462.77	0.00	37.23	99.68	0.00	0.00
471	SOFTWARE	30,000.00	30,000.00	20,660.00	7,030.00	2,310.00	92.30	0.00	0.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	0.00	9,717.00	5,769.60	-15,486.60	0.00	0.00	15,486.60
---	TECHNOLOGY	722,007.00	722,007.00	469,230.69	22,143.42	230,632.89	68.06	36,735.76	15,486.60

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72310	BOARD OF EDUCATION								
191	BOARD AND COMMITTEE MEMBERS FE	39,605.00	39,605.00	19,402.88	0.00	20,202.12	48.99	3,200.48	0.00
201	SOCIAL SECURITY	2,456.00	2,456.00	1,027.67	0.00	1,428.33	41.84	165.56	0.00
207	MEDICAL INSURANCE	0.00	0.00	2,402.02	0.00	-2,402.02	0.00	626.65	0.00
208	DENTAL INSURANCE	0.00	0.00	18.24	0.00	-18.24	0.00	4.56	0.00
210	UNEMPLOYMENT COMPENSATION	0.00	0.00	4.40	0.00	-4.40	0.00	1.10	0.00
212	EMPLOYER MEDICARE	572.00	572.00	272.35	0.00	299.65	47.61	44.05	0.00
320	DUES AND MEMBERSHIPS	7,175.00	7,175.00	7,175.00	0.00	0.00	100.00	0.00	0.00
331	LEGAL SERVICES	15,000.00	15,000.00	3,080.00	0.00	11,920.00	20.53	1,500.00	0.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	16,250.00	16,250.00	8,000.00	0.00	8,250.00	49.23	1,000.00	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	127,745.00	127,745.00	138,255.00	0.00	-10,510.00	108.23	0.00	0.00
510	TRUSTEE'S COMMISSION	330,000.00	330,000.00	155,390.96	0.00	174,609.04	47.09	84,424.18	0.00
513	WORKMAN'S COMPENSATION INSURAN	178,500.00	178,500.00	181,152.00	0.00	-2,652.00	101.49	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	1,465.56	1,309.44	1,225.00	69.38	450.00	2,325.00
533	CRIMINAL INVESTIGATION OF APPL	8,000.00	8,000.00	6,779.40	6,740.70	-5,520.10	169.00	757.25	888.35
599	OTHER CHARGES	8,000.00	8,000.00	6,367.50	451.26	1,181.24	85.23	0.00	150.00
---	BOARD OF EDUCATION	738,803.00	738,803.00	530,792.98	8,501.40	199,508.62	73.00	92,173.83	3,363.35

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72320	DIRECTOR OF SCHOOLS								
101	COUNTY OFFICIAL/ADMINISTRATIVE	158,012.00	158,012.00	79,006.02	0.00	79,005.98	50.00	13,167.67	0.00
161	SECRETARY(S)	53,560.00	53,560.00	26,780.04	0.00	26,779.96	50.00	4,463.34	0.00
186	LONGEVITY PAY	700.00	700.00	700.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	13,161.00	13,161.00	6,391.43	0.00	6,769.57	48.56	1,038.55	0.00
204	PENSIONS	14,111.00	14,111.00	7,077.78	0.00	7,033.22	50.16	1,172.21	0.00
207	MEDICAL INSURANCE	38,823.00	38,823.00	16,218.72	0.00	22,604.28	41.78	3,265.44	0.00
208	DENTAL INSURANCE	391.00	391.00	173.62	0.00	217.38	44.40	34.44	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	0.00	0.00	63.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	3,066.00	3,066.00	1,494.76	0.00	1,571.24	48.75	242.88	0.00
307	COMMUNICATION	600.00	600.00	250.00	0.00	350.00	41.67	0.00	0.00
320	DUES AND MEMBERSHIPS	4,040.00	4,040.00	7,079.00	0.00	-3,039.00	175.22	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	26.58	0.00	473.42	5.32	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	871.81	0.00	3,128.19	21.80	0.00	0.00
599	OTHER CHARGES	1,500.00	1,500.00	1,052.66	0.00	447.34	70.18	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	294,527.00	294,527.00	147,122.42	0.00	147,404.58	49.95	23,384.53	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72410	OFFICE OF THE PRINCIPAL								
104	PRINCIPALS	970,294.00	970,294.00	485,179.62	0.00	485,114.38	50.00	80,863.27	0.00
117	CAREER LADDER PROGRAM	6,000.00	6,000.00	3,000.00	0.00	3,000.00	50.00	0.00	0.00
139	ASSISTANT PRINCIPALS	1,039,421.00	1,039,421.00	519,708.24	0.00	519,712.76	50.00	86,618.04	0.00
162	CLERICAL PERSONNEL	767,094.00	767,094.00	315,176.47	0.00	451,917.53	41.09	63,025.37	0.00
186	LONGEVITY PAY	36,050.00	36,050.00	35,050.00	0.00	1,000.00	97.23	0.00	0.00
201	SOCIAL SECURITY	174,769.00	174,769.00	80,603.93	0.00	94,165.07	46.12	13,383.58	0.00
204	PENSIONS	188,192.00	188,192.00	90,840.01	0.00	97,351.99	48.27	15,497.18	0.00
207	MEDICAL INSURANCE	541,490.00	541,490.00	235,165.86	0.00	306,324.14	43.43	48,037.08	0.00
208	DENTAL INSURANCE	1,510.00	1,510.00	770.64	0.00	739.36	51.04	155.04	0.00
210	UNEMPLOYMENT COMPENSATION	1,029.00	1,029.00	0.00	0.00	1,029.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	40,873.00	40,873.00	18,851.07	0.00	22,021.93	46.12	3,130.08	0.00
217	RETIREMENT-HYBRID STABILIZATIO	915.00	915.00	433.08	0.00	481.92	47.33	72.18	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	0.00	0.00	1,000.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	13,600.00	13,600.00	14,650.00	0.00	-1,050.00	107.72	0.00	0.00
435	OFFICE SUPPLIES	6,875.00	6,875.00	1,276.29	400.00	5,198.71	24.38	241.60	0.00
599	OTHER CHARGES	150,000.00	150,000.00	67,464.71	2,376.22	80,159.07	46.56	9,936.80	0.00
701	ADMINISTRATION EQUIPMENT	13,970.00	13,970.00	7,012.12	334.99	6,622.89	52.59	551.93	0.00
---	OFFICE OF THE PRINCIPAL	3,955,382.00	3,955,382.00	1,875,182.04	3,111.21	2,077,088.75	47.49	321,512.15	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72510	FISCAL SERVICES								
105	SUPERVISOR/DIRECTOR	94,493.00	94,493.00	47,246.52	0.00	47,246.48	50.00	7,874.42	0.00
119	ACCOUNTANTS/BOOKKEEPERS	229,700.00	229,700.00	112,860.12	0.00	116,839.88	49.13	18,810.02	0.00
186	LONGEVITY PAY	1,400.00	1,400.00	1,400.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	20,187.00	20,187.00	9,581.45	0.00	10,605.55	47.46	1,559.38	0.00
204	PENSIONS	24,419.00	24,419.00	12,113.04	0.00	12,305.96	49.60	2,001.34	0.00
207	MEDICAL INSURANCE	83,501.00	83,501.00	33,247.64	0.00	50,253.36	39.82	5,387.53	0.00
208	DENTAL INSURANCE	137.00	137.00	68.40	0.00	68.60	49.93	13.68	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	0.00	0.00	147.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	4,721.00	4,721.00	2,240.79	0.00	2,480.21	47.46	364.69	0.00
317	DATA PROCESSING SERVICES	60,317.00	60,317.00	50,776.12	0.00	9,540.88	84.18	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	709.18	8.97	281.85	71.82	334.18	0.00
411	DATA PROCESSING SUPPLIES	4,400.00	4,400.00	1,136.84	2,873.00	390.16	91.13	0.00	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	6,677.99	0.00	-1,677.99	133.56	11,233.73	9,357.60
524	STAFF DEVELOPMENT	4,000.00	4,000.00	3,514.64	0.00	485.36	87.87	923.00	0.00
701	ADMINISTRATION EQUIPMENT	5,000.00	5,000.00	2,826.80	0.00	2,173.20	56.54	2,826.80	0.00
---	FISCAL SERVICES	538,922.00	538,922.00	284,399.53	2,881.97	251,640.50	53.31	51,328.77	9,357.60

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72520	HUMAN SERVICES/PERSONNEL								
105	SUPERVISOR/DIRECTOR	94,493.00	94,493.00	47,246.52	0.00	47,246.48	50.00	7,874.42	0.00
162	CLERICAL PERSONNEL	60,260.00	60,260.00	30,130.02	0.00	30,129.98	50.00	5,021.67	0.00
186	LONGEVITY PAY	1,400.00	1,400.00	1,400.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	9,681.00	9,681.00	4,692.39	0.00	4,988.61	48.47	751.10	0.00
204	PENSIONS	11,711.00	11,711.00	5,908.26	0.00	5,802.74	50.45	967.21	0.00
207	MEDICAL INSURANCE	33,203.00	33,203.00	14,001.76	0.00	19,201.24	42.17	2,818.68	0.00
208	DENTAL INSURANCE	91.00	91.00	45.60	0.00	45.40	50.11	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	0.00	0.00	63.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	2,263.00	2,263.00	1,097.40	0.00	1,165.60	48.49	175.66	0.00
355	TRAVEL	750.00	750.00	97.89	0.00	652.11	13.05	0.00	0.00
435	OFFICE SUPPLIES	2,000.00	2,000.00	365.02	0.00	1,634.98	18.25	0.00	298.04
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	379.39	21.80	1,098.81	26.75	51.19	0.00
599	OTHER CHARGES	9,800.00	9,800.00	3,718.06	2,232.00	3,849.94	60.71	0.00	0.00
701	ADMINISTRATION EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
---	HUMAN SERVICES/PERSONNEL	231,215.00	231,215.00	109,082.31	2,253.80	119,878.89	48.15	17,669.05	298.04

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72610	OPERATION OF PLANT								
166	CUSTODIAL PERSONNEL	1,249,300.00	1,249,300.00	601,376.74	0.00	647,923.26	48.14	104,143.86	0.00
186	LONGEVITY PAY	16,750.00	16,750.00	19,850.00	0.00	-3,100.00	118.51	0.00	0.00
201	SOCIAL SECURITY	78,496.00	78,496.00	35,443.40	0.00	43,052.60	45.15	5,807.25	0.00
204	PENSIONS	94,954.00	94,954.00	41,002.79	0.00	53,951.21	43.18	6,921.83	0.00
207	MEDICAL INSURANCE	367,076.00	367,076.00	150,113.11	0.00	216,962.89	40.89	29,686.61	0.00
208	DENTAL INSURANCE	960.00	960.00	460.56	0.00	499.44	47.98	86.64	0.00
210	UNEMPLOYMENT COMPENSATION	1,260.00	1,260.00	64.06	0.00	1,195.94	5.08	7.70	0.00
212	EMPLOYER MEDICARE	18,358.00	18,358.00	8,542.99	0.00	9,815.01	46.54	1,393.12	0.00
359	DISPOSAL FEES	109,524.00	109,524.00	39,521.91	0.00	70,002.09	36.09	6,950.76	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	91,476.49	24,837.78	53,685.73	68.42	16,136.47	13,754.81
415	ELECTRICITY	1,185,000.00	1,185,000.00	579,718.77	0.00	605,281.23	48.92	82,373.34	0.00
434	NATURAL GAS	115,000.00	115,000.00	17,237.05	0.00	97,762.95	14.99	7,994.47	0.00
454	WATER AND SEWER	180,500.00	180,500.00	124,556.66	0.00	55,943.34	69.01	20,869.80	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	7,608.00	7,608.00	9,321.00	0.00	-1,713.00	122.52	0.00	0.00
502	BUILDING AND CONTENTS INSURANC	322,021.00	322,021.00	365,908.00	0.00	-43,887.00	113.63	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
599	OTHER CHARGES	0.00	0.00	66.98	0.00	-66.98	0.00	0.00	0.00
720	PLANT OPERATION EQUIPMENT	5,000.00	5,000.00	2,477.72	98.88	2,423.40	51.53	25.99	0.00
---	OPERATION OF PLANT	3,935,807.00	3,935,807.00	2,087,138.23	24,936.66	1,823,732.11	53.66	282,397.84	13,754.81

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72620	MAINTENANCE OF PLANT								
105	SUPERVISOR/DIRECTOR	94,493.00	94,493.00	47,246.52	0.00	47,246.48	50.00	7,874.42	0.00
162	CLERICAL PERSONNEL	41,320.00	41,320.00	20,660.04	0.00	20,659.96	50.00	3,443.34	0.00
167	MAINTENANCE PERSONNEL	646,965.00	646,965.00	304,999.44	0.00	341,965.56	47.14	51,723.97	0.00
186	LONGEVITY PAY	7,500.00	7,500.00	7,450.00	0.00	50.00	99.33	0.00	0.00
189	OTHER SALARIES & WAGES	39,000.00	39,000.00	16,481.25	0.00	22,518.75	42.26	15,700.00	0.00
201	SOCIAL SECURITY	51,414.00	51,414.00	23,701.02	0.00	27,712.98	46.10	4,603.74	0.00
204	PENSIONS	62,196.00	62,196.00	28,229.74	0.00	33,966.26	45.39	5,437.29	0.00
207	MEDICAL INSURANCE	144,758.00	144,758.00	60,905.39	0.00	83,852.61	42.07	12,173.61	0.00
208	DENTAL INSURANCE	410.00	410.00	205.20	0.00	204.80	50.05	41.04	0.00
210	UNEMPLOYMENT COMPENSATION	336.00	336.00	10.47	0.00	325.53	3.12	4.65	0.00
212	EMPLOYER MEDICARE	12,025.00	12,025.00	5,565.22	0.00	6,459.78	46.28	1,087.57	0.00
217	RETIREMENT-HYBRID STABILIZATIO	100.00	100.00	34.00	0.00	66.00	34.00	34.00	0.00
307	COMMUNICATION	3,500.00	3,500.00	2,463.00	0.00	1,037.00	70.37	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	284,621.92	91,192.37	-65,814.29	121.23	28,782.80	43,429.29
336	MAINTENANCE AND REPAIR SERVICE	240,000.00	240,000.00	9,137.68	15,204.90	215,657.42	10.14	0.00	8,411.15
355	TRAVEL	500.00	500.00	365.25	0.00	134.75	73.05	0.00	0.00
399	OTHER CONTRACTED SERVICES	259,743.00	259,743.00	186,300.59	30,497.73	42,944.68	83.47	29,659.44	30,109.39
499	OTHER SUPPLIES AND MATERIALS	1,000.00	1,000.00	3,830.16	2,304.73	-5,134.89	613.49	41.88	306.28
524	STAFF DEVELOPMENT	1,000.00	1,000.00	735.90	0.00	264.10	73.59	344.00	0.00
599	OTHER CHARGES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00
701	ADMINISTRATION EQUIPMENT	0.00	0.00	17,273.70	0.00	-17,273.70	0.00	0.00	17,273.70
717	MAINTENANCE EQUIPMENT	5,000.00	5,000.00	2,839.00	301.00	1,860.00	62.80	0.00	0.00
---	MAINTENANCE OF PLANT	1,925,560.00	1,925,560.00	1,023,530.49	139,500.73	762,528.78	60.40	161,362.25	99,529.81

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72710	TRANSPORTATION								
105	SUPERVISOR/DIRECTOR	94,493.00	94,493.00	47,246.52	0.00	47,246.48	50.00	7,874.42	0.00
142	MECHANIC(S)	138,709.00	138,709.00	78,041.68	0.00	60,667.32	56.26	14,168.03	0.00
146	BUS DRIVERS	962,856.00	962,856.00	396,362.42	0.00	566,493.58	41.17	76,409.14	0.00
162	CLERICAL PERSONNEL	41,320.00	41,320.00	0.00	0.00	41,320.00	0.00	0.00	0.00
186	LONGEVITY PAY	20,650.00	20,650.00	43,009.98	0.00	-22,359.98	208.28	3,443.33	0.00
189	OTHER SALARIES & WAGES	84,995.00	84,995.00	26,884.93	0.00	58,110.07	31.63	6,670.22	0.00
201	SOCIAL SECURITY	83,267.00	83,267.00	32,132.60	0.00	51,134.40	38.59	5,784.35	0.00
204	PENSIONS	99,649.00	99,649.00	40,786.18	0.00	58,862.82	40.93	7,624.43	0.00
207	MEDICAL INSURANCE	531,335.00	531,335.00	221,859.61	0.00	309,475.39	41.76	44,002.40	0.00
208	DENTAL INSURANCE	1,550.00	1,550.00	751.75	0.00	798.25	48.50	150.35	0.00
210	UNEMPLOYMENT COMPENSATION	1,344.00	1,344.00	36.18	0.00	1,307.82	2.69	0.00	0.00
212	EMPLOYER MEDICARE	19,474.00	19,474.00	7,865.43	0.00	11,608.57	40.39	1,395.48	0.00
307	COMMUNICATION	2,000.00	2,000.00	938.10	0.00	1,061.90	46.91	159.80	0.00
340	MEDICAL AND DENTAL SERVICES	8,000.00	8,000.00	3,100.00	2,875.00	2,025.00	74.69	255.00	1,385.00
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	22,047.17	0.00	8,952.83	71.12	426.75	0.00
412	DIESEL FUEL	250,000.00	250,000.00	87,439.69	82,895.69	79,664.62	68.13	8,185.12	2,895.69
425	GASOLINE	65,000.00	65,000.00	34,247.80	16,326.64	14,425.56	77.81	7,285.03	0.00
450	TIRES AND TUBES	30,000.00	30,000.00	4,488.52	23,894.53	1,616.95	94.61	810.00	15,940.00
453	VEHICLE PARTS	70,000.00	70,000.00	38,900.59	49,164.08	-18,064.67	125.81	2,201.19	6,356.67
511	VEHICLE AND EQUIPMENT INSURANC	75,311.00	75,311.00	84,217.00	0.00	-8,906.00	111.83	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	2,865.00	1,185.00	-3,050.00	405.00	0.00	0.00
599	OTHER CHARGES	27,200.00	27,200.00	23,790.33	21,506.38	-18,096.71	166.53	2,780.98	0.00
729	TRANSPORTATION EQUIPMENT	5,000.00	5,000.00	3,103.00	0.00	1,897.00	62.06	0.00	3,103.00
---	TRANSPORTATION	2,644,653.00	2,644,653.00	1,200,114.48	197,847.32	1,246,691.20	52.86	189,626.02	29,680.36

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72810	CENTRAL AND OTHER								
162	CLERICAL PERSONNEL	42,980.00	42,980.00	21,480.00	0.00	21,500.00	49.98	3,580.00	0.00
186	LONGEVITY PAY	550.00	550.00	550.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	2,699.00	2,699.00	1,295.66	0.00	1,403.34	48.01	206.25	0.00
204	PENSIONS	3,265.00	3,265.00	1,652.25	0.00	1,612.75	50.60	268.50	0.00
206	LIFE INSURANCE	18,000.00	18,000.00	6,272.64	0.00	11,727.36	34.85	1,568.16	0.00
207	MEDICAL INSURANCE	138,849.00	138,849.00	72,162.93	0.00	66,686.07	51.97	12,303.71	0.00
210	UNEMPLOYMENT COMPENSATION	21.00	21.00	0.00	0.00	21.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	631.00	631.00	303.03	0.00	327.97	48.02	48.24	0.00
299	OTHER FRINGE BENEFITS	68,000.00	68,000.00	33,396.00	0.00	34,604.00	49.11	16,698.00	0.00
307	COMMUNICATION	13,000.00	13,000.00	629.28	0.00	12,370.72	4.84	119.86	0.00
348	POSTAL CHARGES	10,000.00	10,000.00	888.33	3,795.58	5,316.09	46.84	0.00	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	1,023.54	0.00	3,976.46	20.47	890.93	0.00
599	OTHER CHARGES	15,000.00	15,000.00	8,413.08	0.00	6,586.92	56.09	1,355.70	0.00
---	CENTRAL AND OTHER	317,995.00	317,995.00	148,066.74	3,795.58	166,132.68	47.76	37,039.35	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73100	FOOD SERVICE								
210	UNEMPLOYMENT COMPENSATION	0.00	0.00	3.85	0.00	-3.85	0.00	0.00	0.00
422	FOOD SUPPLIES	0.00	0.00	7,499.51	0.00	-7,499.51	0.00	0.00	0.00
---	FOOD SERVICE	0.00	0.00	7,503.36	0.00	-7,503.36	0.00	0.00	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73300	COMMUNITY SERVICES								
105	SUPERVISOR/DIRECTOR	0.00	89,204.05	27,084.42	0.00	62,119.63	30.36	6,213.87	0.00
116	TEACHERS	0.00	155,187.50	49,978.25	0.00	105,209.25	32.21	12,618.00	0.00
163	EDUCATIONAL ASSISTANTS	0.00	3,905.60	2,370.27	0.00	1,535.33	60.69	406.04	0.00
201	SOCIAL SECURITY	0.00	15,196.81	4,687.81	0.00	10,509.00	30.85	1,131.72	0.00
204	PENSIONS	0.00	17,793.96	5,518.75	0.00	12,275.21	31.01	1,344.50	0.00
210	UNEMPLOYMENT COMPENSATION	0.00	0.00	0.04	0.00	-0.04	0.00	0.00	0.00
212	EMPLOYER MEDICARE	0.00	3,440.21	1,096.36	0.00	2,343.85	31.87	264.72	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	0.00	282.56	0.00	-282.56	0.00	70.94	0.00
422	FOOD SUPPLIES	0.00	3,149.00	1,566.90	0.00	1,582.10	49.76	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	0.00	24,122.87	0.00	0.00	24,122.87	0.00	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	0.00	2,500.00	229.86	0.00	2,270.14	9.19	99.99	0.00
524	STAFF DEVELOPMENT	0.00	750.00	273.20	0.00	476.80	36.43	0.00	0.00
599	OTHER CHARGES	0.00	6,000.00	0.00	0.00	6,000.00	0.00	0.00	0.00
---	COMMUNITY SERVICES	0.00	321,250.00	93,088.42	0.00	228,161.58	28.98	22,149.78	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73400	EARLY CHILDHOOD EDUCATION								
116	TEACHERS	137,494.00	137,494.00	53,198.21	0.00	84,295.79	38.69	5,664.09	0.00
163	EDUCATIONAL ASSISTANTS	37,202.00	37,202.00	13,906.30	0.00	23,295.70	37.38	3,201.93	0.00
186	LONGEVITY PAY	1,650.00	1,650.00	1,650.00	0.00	0.00	100.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	1,500.00	1,500.00	1,672.50	0.00	-172.50	111.50	0.00	0.00
201	SOCIAL SECURITY	11,026.00	11,026.00	4,153.60	0.00	6,872.40	37.67	501.10	0.00
204	PENSIONS	11,643.00	11,643.00	4,556.68	0.00	7,086.32	39.14	600.39	0.00
207	MEDICAL INSURANCE	24,208.00	24,208.00	12,515.07	0.00	11,692.93	51.70	2,662.64	0.00
208	DENTAL INSURANCE	137.00	137.00	63.84	0.00	73.16	46.60	13.68	0.00
210	UNEMPLOYMENT COMPENSATION	105.00	105.00	22.88	0.00	82.12	21.79	3.48	0.00
212	EMPLOYER MEDICARE	2,579.00	2,579.00	971.44	0.00	1,607.56	37.67	117.19	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	0.00	13.34	0.00	-13.34	0.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	2,800.00	2,800.00	142.70	0.00	2,657.30	5.10	0.00	0.00
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	231,844.00	231,844.00	92,866.56	0.00	138,977.44	40.06	12,764.50	0.00

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
76100	REGULAR CAPITAL OUTLAY								
706		0.00	1,592,641.50	0.00	97,906.00	1,494,735.50	6.15	0.00	97,906.00
707	BUILDING IMPROVEMENTS	0.00	273,076.20	0.00	0.00	273,076.20	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	80,000.00	0.00	0.00	80,000.00	0.00	0.00	0.00
799	OTHER CAPITAL OUTLAY	500,000.00	614,153.51	907,992.17	1,315,024.43	-1,608,863.09	361.96	50,778.66	1,790,009.55
---	REGULAR CAPITAL OUTLAY	500,000.00	2,559,871.21	907,992.17	1,412,930.43	238,948.61	90.67	50,778.66	1,887,915.55

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December Monthly Activity	2024-25 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
99100									
590	TRANSFERS TO OTHER FUNDS	325,450.00	325,450.00	0.00	0.00	325,450.00	0.00	0.00	0.00
---		325,450.00	325,450.00	0.00	0.00	325,450.00	0.00	0.00	0.00
---	GENERAL PURPOSE SCHOOL	55,352,283.00	58,567,031.69	25,584,932.52	1,869,361.17	31,112,738.00	46.88	4,483,641.29	2,123,709.99

Obj	Obj	2024-25 Original Budget	2024-25 Revised Budget	2024-25 FYTD Activity	Encumbered Amount	2024-25 FYTD Unencumbered Bal	2024-25 FYTD %	December 2024-25 Monthly Activity	2024-25 Enc Carry Forward
	Grand Expense Totals	55,352,283.00	58,567,031.69	25,584,932.52	1,869,361.17	31,112,738.00	46.88	4,483,641.29	2,123,709.99

Number of Accounts: 653

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

# Marshall County Board of Education

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

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

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

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

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

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

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

### 13 **INDEPENDENTLY PLANNED TRIPS**

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

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

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

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Cross References:

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



# Travel Request

Organization DHS Destination Tenn Pin Alley, Columbia, TN

Date of Trip 1/27/25 Purpose of Trip reward trip - 2nd 9 weeks

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 reward trip students - 2nd nine weeks

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

(Use back if more space is needed)

School System Participants (please print):

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

(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

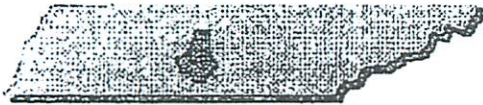
(See Administrative Procedure 5.2 Background Check Procedures for Non-Employees)

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

Travel Requested by: Angel Anderson Date: 1/16/25  
Teacher/Sponsor

Approved by: Robert J. Reasonover Date: 1-16-25  
Principal

Approved by: Carol Lovell Date: 1-16-25  
Director of Schools



# Travel Request

Linking Learning to Life

Organization: Skills Destination: Nashville

Date of Trip: 2/5/24 Purpose of Trip skills competition

Mode of Transportation: Van

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

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

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

(Use back if more space is needed)

School System Participants (please print):

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by Cody Gibson Date: 1/17/25  
Teacher/Sponsor

Approved by: Frank Musgrave Date: 1/17/25  
Principal

Approved by: Carol Sorrells Date: 1-17-25  
Director of Schools



# Travel Request

Organization FCA - Forrest Destination Mais Hill Baptist Church - Lawrenceburg

Date of Trip 2/19/25 Purpose of Trip Leadership Training

Mode of Transportation: Church Van, School Van

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

<u>Sadie Smith</u>	<u>Thomas Johns</u>	<u>Anne Thrasher</u>
<u>Sadie Harber</u>	<u>Logan Johns</u>	<u>Grace Rogge</u>
<u>Connor Harmon</u>	<u>Ellie Walker</u>	<u>Mikayla Pashby</u>
<u>John David King</u>	<u>Quincy Mitchell</u>	<u>Emory Hall</u>

(Use back if more space is needed) →

School System Participants (please print):

Summer Milewski  
\_\_\_\_\_  
\_\_\_\_\_  
(Use back if more space is needed)

Volunteer Participants (please print):

Larry Chatman <sup>Sept 2024</sup>  
\_\_\_\_\_  
\_\_\_\_\_  
(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: Summer Milewski Date: 1/27/25  
Teacher/Sponsor

Approved by: [Signature] Date: 1/30/25  
Principal

Approved by: [Signature] Date: 1-30-25  
Director of Schools

# Travel Request

Linking Learning to Life

Organization Interact Club Destination Nashville - Capitol

Date of Trip 2/20/25 Purpose of Trip Field 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):

A Haehed  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Blair Goodman Kasi Sims  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

~~Phil George~~ Phil George <sup>22</sup> ✓  
\_\_\_\_\_  
\_\_\_\_\_

(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: Blair Goodman Date: 1/23/25  
Teacher/Sponsor

Approved by: [Signature] Date: 01/27/25  
Principal

Approved by: [Signature] Date: 1-27-25  
Director of Schools



Linking Learning to Life

# Travel Request

Organization ACT Stars Destination UT Southern in Pulaski

Date of Trip Feb 25, 2025 Purpose of Trip Tour 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):

No list yet

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Jeanne Wiles

Kendell Hardison

(Use back if more space is needed)

Volunteer Participants (please print):



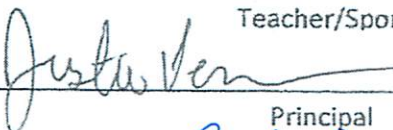
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Have the Volunteer Participants been fingerprinted?  Yes  No

(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: Jeanne Wiles Date: 1/28/2025  
Teacher/Sponsor

Approved by:  Date: 1/28/25  
Principal

Approved by:  Date: 1-28-25  
Director of Schools



# Travel Request

Organization Spanish 2 Class Destination Rooke town Auditorium (Nashville)  
 Date of Trip March 3 Purpose of Trip Culture: Flamenco Ballet  
 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):

-Students in Mrs. Gonzalez's Spanish 2  
Classes: Number of Students undetermined

(Use back if more space is needed)

School System Participants (please print):

Kalea Gonzalez Chelsea Erdman

(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: Kalea Gonzalez Date: 1/31/25  
 Teacher/Sponsor

Approved by: [Signature] Date: 1/31/25  
 Principal

Approved by: [Signature] Date: 1-31-25  
 Director of Schools



# Travel Request

- Historical Society Museum  
- The Vintage Largo

Organization History Club Destination Local Historical Sites

Date of Trip 3/5/2025 Purpose of Trip Learn history of Marshall County

Mode of Transportation: I would like to take a bus, pending approval

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):

History Club  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Travis Hillis  
Laurie Crowell

(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: Travis Hillis Date: 1/31/25

Teacher/Sponsor

Approved by: [Signature] Date: 1/31/25

Principal

Approved by: [Signature] Date: 1-31-25

Director of Schools



# Travel Request

Organization Rocket Band of Blue Destination Centennial MS / Cool Springs Mall

Date of Trip 3/6/25 Purpose of Trip Annual Concert Performance Assessment

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):

Roster Attached

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Caleb Boone

\_\_\_\_\_

(Use back if more space is needed)

Volunteer Participants (please print):

Dan Peet ✓ Tommy Johnson ✓

Thomas Riley Johnson - Chapel Hill 6/23

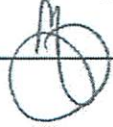
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Have the Volunteer Participants been fingerprinted?  Yes  No

(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: Caleb Boone Date: 1/8/25  
Teacher/Sponsor

Approved by:  Date: 1/14/25  
Principal

Approved by: Cecil Powell Date: 1-14-25  
Director of Schools



# Travel Request

Organization MCHS Student Council Destination James Lawson High School, Nashville, TN

Date of Trip March 6, 2025 Purpose of Trip Jostens Renaissance Collaborative

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):

To Be Determined Upon Approval (15)

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

(Use back if more space is needed)

School System Participants (please print):

Vanessa Sweeney

Additional Teachers To Be Determined

(Use back if more space is needed)

Volunteer Participants (please print):

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

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Vanessa Sweeney/MCHS Student Council Date: 01/21/2025

Approved by: [Signature] Teacher/Sponsor Date: 1/23/25

Approved by: [Signature] Principal Date: 1-23-25  
Director of Schools





# Travel Request

Linking Learning to Life

Organization MCHS senior class (2025) Destination Top Golf (Huntsville, AL)

Date of Trip 3/21/2025 Purpose of Trip Senior class trip

Mode of Transportation: Charter and 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):

List of students will be provided  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Lacy Hooten Melanie Liggett + add'l senior sponsors  
Kim Anderson Kevin McGhee depending on total number  
(Use back if more space is needed) of students

Volunteer Participants (please print):

N/A  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted? n/a Yes  No

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

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

Travel Requested by: Randy Heath Date: 1/29/2025  
Teacher/Sponsor

Approved by: [Signature] Date: 1/29/25  
Principal

Approved by: [Signature] Date: 1-29-25  
Director of Schools



Linking Learning to Life

# Travel Request

Organization Cornersville FFA Destination State FFA Convention <sup>Gatlinburg, TN</sup>

Date of Trip 3-23 to 3-26-25 Purpose of Trip Attend State FFA Convention

Mode of Transportation: School Vans

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

<u>Anna Worley</u>	<u>Audney Hobbs</u>	_____
<u>Kate Lannon</u>	<u>Brody Gibson</u>	_____
<u>Brooks Sneed</u>	<u>Brayden Burns</u>	_____
<u>Kaly Hinds</u>	_____	_____

(Use back if more space is needed)

School System Participants (please print):

<u>Lane Worley</u>	_____	_____
<u>Virginia Stephens</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: Lane Worley Date: 1-31-25  
Teacher/Sponsor

Approved by: [Signature] Date: 1/31/25  
Principal

Approved by: Carol Powell Date: 1-31-25  
Director of Schools



# Travel Request

Organization MCHS Student Council Destination Haywood High School, Brownsville, TN

Date of Trip March 27 - 30, 2025 Purpose of Trip TASC State Leadership Convention

Mode of Transportation: Vans

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

Maggie Steely T'myah Cannon

Karlie Lohr Isabelle Marsh

Reagan Harris Leah Grooms

Markel Harris \*Full List to be provided upon approval

(Use back if more space is needed)

School System Participants (please print):

Vanessa Sweeney

Courtney Hitchcock

(Use back if more space is needed)

Volunteer Participants (please print):

Ryan Sweeney 2-2-23

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by: Vanessa Sweeney/MCHS Student Council Date: 01/21/2025  
Teacher/Sponsor

Approved by: [Signature] Date: 1/23/25  
Principal

Approved by: Carol Powell Date: 1-23-25  
Director of Schools



# Travel Request

Organization CHES Theater Club Destination Nashville Children's Theater & HHSP  
 Date of Trip April 11, 2025 Purpose of Trip reward theater club  
 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):

attached  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Nicole Lowe Kayla Hatten Sara Harris  
 \_\_\_\_\_  
 \_\_\_\_\_

(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: Nicole Lowe Date: 1/29/25  
 Teacher/Sponsor

Approved by: Dawn Kirby Date: 1/29/25  
 Principal

Approved by: Paul Somell Date: 1-29-25  
 Director of Schools



# Travel Request

Organization Chapel Hill Elem. 1<sup>st</sup> grade Destination Nashville Zoo  
 Date of Trip 4/16/25 Purpose of Trip Culmination of Habitat Domain  
 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):

CHES 1<sup>st</sup> grade  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Ches 1<sup>st</sup> grade teachers + assistants: Robin Johns, Kelli Webb,  
Dawn Kirksey, Nicole Lowe, Jennifer Gaskill, Donna Hoft,  
Kayla Hatten, Kaye Lowe  
 (Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_ Ebony Whiteside  
 \_\_\_\_\_ Tina Chorba  
 \_\_\_\_\_ Amber Johnson

(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: Robin Johns Date: \_\_\_\_\_  
 Teacher/Sponsor

Approved by: Deem Binley Date: 2-10-25  
 Principal

Approved by: Paul Powell Date: 2-10-25  
 Director of Schools



Linking Learning to Life

# Travel Request

Organization Cornersville School ESL Destination TN State History Museum  
 Date of Trip 5/6/25 Purpose of Trip 1000 Rosa L. Parks Blvd Nashville, TN 37208  
Field-trip for ESL 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

No Student Participants (please print):

Juan Avilez (7) Yolany Flores Palma (10) Joseph Flores Palma (10)  
Salvador Mendez Gomez (7) Trisha Solanki (10)  
Lizzeth Avilez (8) Valeria Mendez (10)  
Michael Flores Palma (8) Rajvi Patel (10)  
 (Use back if more space is needed)

School System Participants (please print):

Erin Glass ESL Teacher Cornersville School  
Julie Thomas ESL Supervisor  
 (Use back if more space is needed)

Volunteer Participants (please print):

Kate Glass 5/6/22  
 (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: Erin glass Date: 2/4/25

Erin glass Teacher/Sponsor

Principal Approved by: Peyton Newton Date: 2/5/25

Director of Schools Approved by: Facol Powell Date: 2-5-25



# Travel Request

Linking Learning to Life

Organization WES Steam Team Destination Nashville Zoo

Date of Trip 5/7/2025 Purpose of Trip the girls will have a hands-on learning experience

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>Ava Berlin</u>	<u>Emily Gonzalez</u>	<u>Kylie Richardson</u>
<u>Isabella Buchanan</u>	<u>Alyssa Harris</u>	<u>Athya Webb</u>
<u>Alma Camacho</u>	<u>Karimah Hurt</u>	<u>Lucy Cummings</u>
<u>Pia Duran</u>	<u>Alivia McMahon</u>	<u>Adriana Fantoni</u>

(Use back if more space is needed)

School System Participants (please print):

Caitlin Crowder Suzie Presson Vicki Beerman

(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: Caitlin Crowder Date: 1/24/2025

Approved by: Corie Herbert Date: 1.24.2025  
Teacher/Sponsor  
Principal

Approved by: Paul Powell Date: 1.24.25  
Director of Schools



# Travel Request

Organization 6<sup>th</sup> SMAK Destination Holiday World

Date of Trip 5-14-25 Purpose of Trip end of the year congratulations

Mode of Transportation: charter 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 SMAK students

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

(Use back if more space is needed)

School System Participants (please print):

Ellis, Jason Eddie, Sheila

Bishop, Chere

(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: Ch Bishop Date: 1-14-25  
Teacher/Sponsor

Approved by: Robert J Reasona Date: 1-14-25  
Principal

Approved by: Carol Lomell Date: 1-15-25  
Director of Schools



# Travel Request

Organization Chapel Hill Elem. 1st grade Destination Henry Horton State Park

Date of Trip 5-16-25 Purpose of Trip end of year 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):

CHES 1st grade  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Ches 1st grade teachers + assistants: Robin Johns, Kelli Webb, Dawn Kirksey, Nicole Lowe, Donna Hoefs, Kayla Hatten,  
Kaye Lowe  
Ebony Whiteside  
Tina Chorb

(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: Robin Johns Date: \_\_\_\_\_  
Teacher/Sponsor

Approved by: Dawn Kirksey Date: 2-10-25  
Principal

Approved by: Paul Powell Date: 2-16-25  
Director of Schools

# Marshall County Board of Education

Monitoring: <b>Review: Annually, in October</b>	Descriptor Term: <h2 style="text-align: center;">Community Use of School Facilities</h2>	Descriptor Code: <b>3.206</b>	Issued Date: <b>08/14/23</b>
		Rescinds: <b>3.206</b>	Issued: <b>02/14/22</b>

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

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

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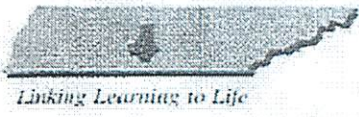
Legal References

1. TCA 49-50-201; TCA 49-2-203(b)(4); TCA 49-2-405
2. TCA 49-2-203(b)(4)(B)

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Cross References

Board-Community Relations 1.500  
Tobacco-Free Schools 1.803  
Emergency Preparedness Plan 3.202  
Tutoring for Pay 5.608  
Care of School Property 6.311



REQUEST FOR USE OF Cornersville Elementary  
(SCHOOL)

Area/Room of the building requested Gymnasium

Name/Type of event to be held Baseball workouts/training for 8yr old travel team

Date of the event 1 to 2 times weekly Time Thu  
*(Real baseballs will not be used. Rag balls/Rubber will be used.)*

Organization/Person requesting use Frank Foster - Lone Chiefs Baseball

Name of insurance company Risk Insurance Group Amount of coverage 1,000,000  
*(AIG Specialty Insurance)*

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

Address 2055 Mooresville Road Phone 615-624-0710 Cell   
Lynnville, TN 38472

RESPONSIBILITY OF PERSON REQUESTING USE

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

Signature of person requesting use [Signature] Date 1-23-25

Signature of principal Cheryl Ewing Date 1-23-25

Signature of Director of Schools for approval [Signature] Date 1-23-25

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.
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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.
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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. 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 2-3 Backstop Area (Field)

Name/Type of event to be held T-ball Practice

Date of the event Feb. 2025 - June 2025 Time 4:00 - 6:00

Organization/Person requesting use Casey Whitley

Name of insurance company Sadler & Company Amount of coverage \$1,000,000

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

Address 4883 Moses Rd. Phone \_\_\_\_\_ Cell 931-703-8118

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 Casey Whitley Date 2-3-25

Signature of principal David Dorley Date 2-4-25

Signature of Director of Schools for approval Carol Powell Date 2-5-25

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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.



REQUEST FOR USE OF Lewisburg Middle School  
(SCHOOL)

Area/Room of the building requested Gym

Name/Type of event to be held AAU Type Practice

Date of the event Sunday Evenings, Some Weeknights Time 1:30-6

Organization/Person requesting use Chris Mason

Name of insurance company Chappell Insurance Amount of coverage 2,000,000

Contact person for organization using building 931-446-3331 Chris Mason  
\*Minimum coverage of \$1,000,000 required

Address 2439 Old Farmington Rd Phone Same Cell 931-446-3331

RESPONSIBILITY OF PERSON REQUESTING USE

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

Signature of person requesting use [Signature] Date 2-6-25

Signature of principal [Signature] Date 2-7-25

Signature of Director of Schools for approval [Signature] Date 2-10-25

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.
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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 MCHS  
(SCHOOL)

Area/Room of the building requested MCHS Cafeteria

Name/Type of event to be held MCHS Alumni Trivia Night

Date of the event February 22, 2025 Time 5:30pm-9:00pm

Organization/Person requesting use Jeanne Wilos

Name of insurance company Auto Owners Ins Co Amount of coverage \$1,000,000  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Jeanne Wilos

Address 1321 White Dr, Lewisburg Phone 931-993-0343 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 Jeanne Wilos Date 1/15/2025

Signature of principal [Signature] Date 1/16/25

Signature of Director of Schools for approval [Signature] Date 1-16-25

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 \$25 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.
13. When a third-party vendor uses 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 Forrest School  
(SCHOOL)

Area/Room of the building requested Gymnasium & Football field

Name/Type of event to be held Easter Services, Grove Hill Church

Date of the event Friday, April 18 - Sunday, April 20, 2025 Time 9AM on Friday - Sunday at 2PM

Organization/Person requesting use Grove Hill Church

Name of insurance company Hallmark Ins & Risk Management Amount of coverage \$1,000,000.00  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Lori Harber

Address 5439 Nashville Hwy Phone \_\_\_\_\_ Cell 615-969-5127

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 Lori Harber Date 1/8/25

Signature of principal [Signature] Date 1/9/25

Signature of Director of Schools for approval [Signature] Date 1-11-25

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 \_\_\_\_\_ Marshall County High School \_\_\_\_\_  
(SCHOOL)

Area/Room of the building requested --- MCHS parking lot and gym restrooms

Name/Type of event to be held --- Spot Lowe Spring cruise-in/car show

Date of the event 4/26/2025 Time 9 A.M. -2 P.M.

Organization/Person requesting use --- Automotive program Spot Lowe

Name of insurance company \_\_\_\_\_ Amount of coverage \_\_\_\_\_

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

Contact person for organization using building --- Matt Sanders

Address \_\_\_\_\_ Phone \_\_\_\_\_ Cell 931-797-3846

RESPONSIBILITY OF PERSON REQUESTING USE

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

Signature of person requesting use [Signature] Date 2/5/2025

Signature of principal [Signature] Date 2/5/25

Signature of Director of Schools for approval [Signature] Date 2-5-25

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REQUEST FOR USE OF Forrest  
(SCHOOL)

Area/Room of the building requested Middle School Gym + Soccer Field

Name/Type of event to be held TRC Summer Sports Camp

Date of the event June 23-26 2025 Time 6:00p - 7:30p

Organization/Person requesting use The Refuge Church

Name of insurance company Brotherhood Mutual Amount of coverage \$1,000,000.<sup>00</sup>  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Jessica Grissom

Address 311 N Horton Hwy Phone 931-993- Cell \_\_\_\_\_  
Chapel Hill TN 37024 9990

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 Jessica Grissom Date 1-31-25

Signature of principal \_\_\_\_\_ Date 1/31/25

Signature of Director of Schools for approval Carol Lowndes Date 1-31-25

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