

# Regular Board Meeting

January 12, 2026 6:00 PM

MCBOE

1. Agenda
2. Recognitions

Julie Keny Cathey

1. MCHS

2. Art Guild Recognitions

3. Teachers of the Year

3. Public Comment

4. Virtual Program Update

1. Monthly Withdrawal Report

2. Virtual enrollment by class and grade

5. Committee Reports/Schedule Committee Meetings

6. Consent Agenda

1. Minutes

7. High School Grading - Categories and Weighting

8. LEAN Frog Presentation

9. New Business

10. Director's Report

Justin Perry

11. Adjourn

Julie Keny Cathey

12. FYI

1. Approved Fundraisers

2. Food Service Price Increase Update

3. Free and Reduced

4. Monthly Financial Reports

5. Travel Requests

6. 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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## Marshall County School System's Teachers of the Year 2026

OGES: Patricia Ludin

MES: Anita Darnell

WES: Katie Vernon, 4<sup>th</sup>; Kate Oliver, 5<sup>th</sup> Science

LMS: Amy Harwell

MCHS: Gina Ervin

SPVT: Cody Gibson

CHES: Lori Curtis

DHIS: Kaitlyn Jones (4<sup>th</sup>), Josh Harmon (6<sup>th</sup>)

Forrest: Mary Hickerson (5-8), Tracy Hall (9-12)

CES: Megan Smith (K-4), Emily Talley (5-6)

CHS: Herbie Foster (5-8), Lindsey Bledsoe (9-12)

### District Teachers of the Year

K-4: Patricia Ludin, Oak Grove Elementary

5-8: Kate Oliver, Westhills

9-12: Gina Ervin, MCHS

# 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

School		
<b>OGES</b>		
K	0	
1st	0	
<b>MES</b>		
2nd	0	
3rd	0	
<b>WES</b>		
4th	0	
5th	0	
6th	0	
<b>LMS</b>		
7th	0	
8th	0	
<b>MCHS</b>		
9th	0	
10th	0	
11th	0	
12th	1	was placed in alternative school and didn't want to attend
<b>CHES</b>		
K	1	parent choice - travels with husband
1st	0	
2nd	1	feels unsafe ( issue on bus)
3rd	0	
<b>DHIS</b>		
4th	0	

5th	0	
6th	1	Parent Choice
<b>FHS</b>		
7th	0	
8th	1	Was previously homeschooled, tried Virtual but was unsuccessful because of grades and attendance
9th	0	
10th	0	
11th	0	
12th	0	
<b>CES</b>		
K	0	
1st	0	
2nd	1	Health reasons
3rd	0	
4th	0	
5th	0	
6th	0	
<b>CVHS</b>		
7th	0	
8th	0	
9th	0	
10th	0	
11th	0	
12th	0	

Course Name	LMS	FMS	FHS	CMS	CHS	MCHS	Total For District
English I	0	0	4	0	0	2	6
EnglishII	0	0	3	0	1	2	6
English III	0	0	4	0	2	4	10
English IV	0	0	1	0	2	3	6
English I H	0	0	0	0	0	0	0
English II H	0	0	1	0	0	0	1
AP English III	0	0	0	0	0	0	0
AP English IV	0	0	1	0	0	0	0
Creative Writing	0	0	1	0	0	0	1
Algebra I	0	0	4	0	1	3	8
Algebra II	0	0	7	0	1	3	11
Algebra I H	0	0	0	0	0	1	1
Algebra II H	0	0	3	0	1	0	4
Geometry	0	0	2	0	2	3	7
Geometry H	0	0	0	0	0	1	1
Consumer Math/ Math Reasoning	0	0	1	0	2	1	4
Statistics	0	0	1	0	0	0	1
AP Statistics	0	0	0	0	0	0	0
Personal Finance	1	0	3	0	1	3	8
Phys. Science	0	0	3	0	0	3	6
Biology	0	0	3	0	2	2	7
Environmental Sci.	0	0	0	0	0	2	2
Biology H	0	0	0	0	0	0	0
Biology A (1/2 semester)	0	0	1	0	0	0	1
AP Chemistry	0	0	1	0	0	0	1
World History	0	0	3	0	1	2	6
World History H	0	0	0	0	0	1	1
US History	0	0	1	0	3	6	10
US History H	0	0	0	0	0	0	0
World Issues /Cont. World H	0	0	1	0	1	1	2
Economics/ Government	0	0	2	0	2	4	8
PE	1	0	3	0	2	3	9

Course Name	LMS	FMS	FHS	CMS	CHS	MCHS	Total For District	
Health Careers	0	0	4	0	0	0	4	
Lifetime Wellness	2	0	4	0	1	3	10	
Anatomy and Phys.	0	0	1	0	0	0	1	
Spanish I	0	0	4	0	0	2	6	
Spanish II	0	0	1	0	0	0	1	
Sign Language I	0	0	1	0	0	1	2	
HS Computer Science	see below	0	2	0	0	4	6	(technically 11 total)
Computer Applications	0	0	0	0	0	1	1	
Business Info Management	0	0	1	0	0	0	1	
Career and Life Skills	0	0	0	0	1	1	2	
Prof. Photography	0	0	1	0	0	0	1	
Intro to Vet Science	0	0	0	0	1	0	1	
Intro to Criminology	0	0	0	0	1	2	3	
Culinary Arts	0	0	0	0	0	1	1	
Intro to Visual Arts	0	0	4	0	1	3	8	
ACT Prep	0	0	0	0	0	2	2	
Graphic Design and Illustration	0	0	2	0	0	0	2	
Career Explorations	6	0	1	0	2	0	9	
Intro to Fashion Design	0	0	1	0	0	0	1	
Principles of Agriculture	0	0	0	0	1	0	1	
<b>MIDDLE SCHOOL COURSES</b>								
7th Grade Math	1	5	0	1	0	0	7	
8th Grade Math	4	12	0	0	0	0	16	
7th Grade World History	1	5	0	1	0	0	7	
8th Grade US History	4	12	0	0	0	0	16	
7th Grade Science	1	5	0	1	0	0	7	
8th Grade Science	4	12	0	0	0	0	16	
7th Grade ELA	1	5	0	1	0	0	7	
8th Grade ELA	4	12	0	0	0	0	16	
MS Computer Science	2	17	0	1	0	0	20	
Physical Education	5	14	0	1	0	0	20	

Course Name	LMS	FMS	FHS	CMS	CHS	MCHS	Total For District
High grade Career Exploration	4	0	0	0	0	0	4
High School Computer Science	3	0	0	0	0	0	3
<b>IN PERSON CLASSES</b>							
Criminal Justice	0	0	0	0	0	0	0
Maint. and Light Repair I	0	0	2	0	2	0	4
Main. and Light Repair II	0	0	0	0	0	0	0
Construction II A	0	0	1	0	0	0	1
Music History	0	0	1	0	0	0	1
Band	0	0	4	0	0	0	4
Football	0	0	2	0	0	0	2
Volleyball	0	0	1	0	0	0	1
Drivers Ed	0	0	2	0	0	0	2
Basketball	0	0	0	0	0	0	0
English I H	0	0	1	0	0	0	1
Spanish I	0	0	0	0	0	0	0
Chemistry H	0	0	4	0	0	0	4
English III H	0	0	1	0	0	0	1
State Dual Enroll - computer science	0	0	1	0	0	0	1
PE	0	0	4	0	1	0	5
Personal Finance	0	0	3	0	0	0	3
Genre Lit	0	0	1	0	0	0	1
Princ. of Manu	0	0	0	0	1	0	1
Agric. Mech. Main	0	0	0	0	1	0	1
World History H	0	0	1	0	0	0	1
AP English IV	0	0	1	0	0	0	1
US History	0	0	1	0	0	0	1
Intro to Indu. Main					1		1

# Marshall County Board of Education

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

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

- 6
- 7 1. Special committees shall be appointed by the chairman serving in an advisory capacity shall  
8 ordinarily consist of less than a quorum of board members;
- 9
- 10 2. The committee will be advisory only unless specifically authorized to transact designated business;
- 11
- 12 3. General issues to be discussed by the committee must be approved in advance by the entire Board;
- 13
- 14 4. A committee shall serve no longer than the annual organization meeting of the Board unless  
15 reappointed to finish a designated task; and
- 16
- 17 5. Committee meetings shall be held in accordance with the Open Meetings law.<sup>2</sup>
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33 \_\_\_\_\_  
34 Legal References:  
35 1. TCA 49-2-205(2)  
36 2. TCA 8-44-102(b)

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

# Committees for 2025-2026

## September 8, 2025

### Executive Committee

Julie Keny Cathey, Chairman of the Board  
Justin Perry, Director of Schools

### Policy

\*Andy Woodard  
(The entire board will make up  
this committee)

### Budget/Education

\*Kristen Gold  
(The entire board will make up this  
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  
(The entire board will make up this  
committee)

### Safety Committee

\*John Daniel Allen & Julie Keny Cathey  
(The entire board will make up this  
committee)

### Five-Year Strategic Plan

\*Kristen Gold  
(The entire board will make up  
this committee)

### Enrollment Retention & Virtual Committee

\*Mike Herron  
(The entire board will make up this  
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.

Revised 9/2/2025 to add the entire board to the maintenance committee

# 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>

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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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# 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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December 8, 2025

The Marshall County Board of Education met in regular session on Monday, December 8, 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

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

Marshall County High School principal David Steely and Dr. Perry recognized students for ACT scores.

There was no public comment.

Virtual program coordinator Ashley Johnson presented a virtual program update.

There will be a work session immediately following the January Board meeting.

Presented under Consent Agenda: November 10, 2025, board meeting minutes. Ms. Gold made a motion, with a second by Mr. Allen, to approve the consent agenda. The motion passed 9-0.

Ms. McElhaney made a motion, with a second by Mr. Herron, to approve the 2027-2028 School Year Calendar. The motion passed 9-0.

There was no new business.

During the Director's Report, Dr. Perry recognized the three Reward Schools in our district: Chapel Hill Elementary School, Cornersville School and Forrest School. We also had several schools that were close to achieving Reward School status. Our final district determination was Advancing.

Ms. Cathey wished everyone a Merry Christmas and Happy New Year.

The meeting adjourned at 6:12 p.m.

Respectfully Submitted,

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Julie Keny Cathey, Chair

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Justin Perry, Director

# 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

Proposed Fundraising Activity: Tidal Wave

Purpose of Fundraiser: Raise money for the Oak Grove

Parent Club to be used for Oak Grove Students: staff

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 11,992.37 Date \_\_\_\_\_

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

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

OGES Board members

Margin of profit (if applicable): \$5 per ticket

Method by which school will receive profit: Cash or check

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

Requested by: Hannah Osteen / Parent Club Date: \_\_\_\_\_  
Teacher/Club

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

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

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

### To be completed following fundraiser

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Dairy Queen

Purpose of Fundraiser: Raise money for Oak Grove students and staff

Fund/Account Name: OGES Parent Club

Current balance of fund account \$ 11,992.37 Date 12/11

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

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

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

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

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

Requested by: Hannah Osteen/Parent Club Date: 12/11  
Teacher/Club

Approved by: [Signature] Date: 12/11  
Principal

Approved by: [Signature] Date: 12/11/25  
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 students and teachers activities

Fund/Account Name: Youth First

Current balance of fund account \$ 24,106.62 Date 1/6/26

Anticipated date(s) of fundraiser: Beginning 2/13/26 Ending 2/13/26

Expected Student Involvement (schoolwide or specific school organization): 5th + 6th grade students

Margin of profit (if applicable): anything above cost

Method by which school will receive profit: \$10 admission, snacks, pictures

How and when will these funds be spent to benefit students/instruction: spent throughout the year for rewards

Requested by: Youth First Date: 1/6/26  
Teacher/Club

Approved by: Gavert J Reasonover Date: 1.6.26  
Principal

Approved by: [Signature] Date: 1/7/26  
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 Pageant

Purpose of Fundraiser: To raise money for Bulldog Academy field trip to Dollywood, items for BA and CES

Fund/Account Name: BA Fundraiser

Current balance of fund account \$ 8,949.35 Date 1-6-2026

Anticipated date(s) of fundraiser: Beginning Feb 2026 Ending March 14, 2026

Expected Student Involvement (schoolwide or specific school organization): CES students K-6

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: BA field trip, items needed for BA and CES

Requested by: Trina Blalock / Bulldog Academy Date: 1-6-2026  
Teacher/Club

Approved by: Cheryl Ewing / Date: 1-6-2026  
Principal

Approved by: Justin Perry Date: 1/6/26  
Director of Schools

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

### To be completed following fundraiser

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

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

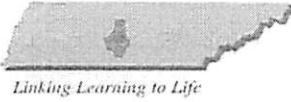
Total Fundraiser Profit \$ \_\_\_\_\_

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

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

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

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



### Fundraiser Authorization

Proposed Fundraising Activity: Valentine's Cookie Grams

Purpose of Fundraiser: Raise money for the LMS Student Council

Fund/Account Name: LMS Student Council

Current balance of fund account \$ 867.27 Date 1/8/26

Anticipated date(s) of fundraiser: Beginning 1/9/26 Ending 2/14/26

Expected Student Involvement (schoolwide or specific school organization): Schoolwide - Parents, grandparents, friends etc. Can all buy the cookie gram

Margin of profit (if applicable): 20-25%

Method by which school will receive profit: Check

How and when will these funds be spent to benefit students/instruction: Funds will be used for activities/events hosted by the LMS Student Council

Requested by: Sara Fowler / Student Council Date: 1/8/26  
Teacher/Club

Approved by: [Signature] Date: 1/9/26  
Principal

Approved by: [Signature] Date: 1/9/26  
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: To raise money for Forrest HOSA Scholarships

Fund/Account Name: HOSA

Current balance of fund account \$ 8000 Date 12/16/2025

Anticipated date(s) of fundraiser: Beginning Jan. 27, 2026 Ending 2/14/2026

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: Money is used to fund Forrest HOSA Scholarships for graduating seniors

Requested by: Krista Williams / HOSA Date: 12/16/2025  
Teacher/Club

Approved by: [Signature] Date: 12/17/25  
Principal

Approved by: [Signature] Date: 1/9/26  
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: Fundraiser Blankets

Purpose of Fundraiser: Raise funds for MS stuCo activities.

Fund/Account Name: MS stu Council

Current balance of fund account \$ 3001.92 Date 1/7/25  
(\$000 currently encumbered)

Anticipated date(s) of fundraiser: Beginning 1/12/25 Ending 1/23/25

Expected Student Involvement (schoolwide or specific school organization): Students will sell blankets during presale and then students will sell blankets @ sporting events at school.

Margin of profit (if applicable): Cost \$30 each, sell for \$50 each  
\$20 profit per blanket

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

How and when will these funds be spent to benefit students/instruction: We hope to use funds to take stuCo members on a trip in the spring.

Requested by: C. Whitson Date: 1/7/25 Teacher/Club MS stuCo.

Approved by: [Signature] Date: 1/8/25 Principal

Approved by: [Signature] Date: 1/8/25 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: Minnie Cheer Camp

Purpose of Fundraiser: to raise money for cheer expenses - new mats, signs, props, etc.

Fund/Account Name: FHS Cheer CHITA Account

Current balance of fund account \$ 12,000.69 Date 12-12-25

Anticipated date(s) of fundraiser: Beginning Jan. 24, 2026 Ending Jan. 24, 2026

Expected Student Involvement (school wide or specific school organization): Cheerleaders will teach camp material

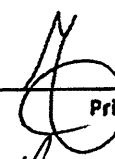
Margin of profit (if applicable): \_\_\_\_\_

Method by which school will receive profit: # of tickets sold

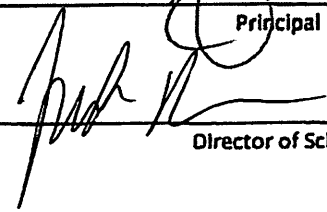
How and when will these funds be spent to benefit students/instruction: funds will be used for cheer expenses

Requested by: FHS Cheer Coach Kendra Burkett  
Teacher/Club

Date: 1-5-26

Approved by:   
Principal

Date: 1/7/26

Approved by:   
Director of Schools

Date: 1/7/26

\*\* 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: Mother Son Dance

Purpose of Fundraiser: to raise money for cheer expenses - new mats, signs, props, etc.

Fund/Account Name: FHS Cheer CHTA Account

Current balance of fund account \$ 12,000.69 Date 12-12-25

Anticipated date(s) of fundraiser: Beginning Feb. 7, 2026 Ending Feb. 7, 2026

Expected Student Involvement (school wide or specific school organization): Cheer leaders will sell tickets to the dance

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

Method by which school will receive profit: # of tickets sold

How and when will these funds be spent to benefit students/instruction: funds will be used for cheer expenses

Requested by: FHS cheer Coach Kendra Burkett Date: 1-5-26  
Teacher/Club

Approved by: [Signature] Date: 1/4/26  
Principal

Approved by: [Signature] Date: 1/6/26  
Director of Schools

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

*To be completed following fundraiser*

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

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

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

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

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

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

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



# Fundraiser Authorization

Proposed Fundraising Activity: Chili Supper

Purpose of Fundraiser: Raise funds for our Softball team. Sweatshirts, umpires, buses, food for the girls, equipment, etc.

Fund/Account Name: Softball

Current balance of fund account \$ 4,182.35 Date 01/05/26

Anticipated date(s) of fundraiser: Beginning 01/13/26 Ending 01/13/26 5:00-7:00 P.M.

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

Margin of profit (if applicable): \$10.00

Method by which school will receive profit: Cash or check

How and when will these funds be spent to benefit students/instruction: These funds will be used to provide the girls with sweatshirts, pay umpires + buses, replace equipment.

Requested by: Alli Brooks / Softball Date: 01/06/26  
Teacher/Club

Approved by: [Signature] Date: 1/6/26  
Principal

Approved by: [Signature] Date: 1/6/25  
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: Mini Cheer Showcase

Purpose of Fundraiser: Raise funds for the season

Fund/Account Name: Cheer

Current balance of fund account \$ 1200<sup>00</sup> Date 12/18/25

Anticipated date(s) of fundraiser: Beginning Jan 1, 2026 Ending Jan 16, 2026

Expected Student Involvement (schoolwide or specific school organization): Elementary students + cheerleaders

Margin of profit (if applicable): = 450<sup>00</sup>

Method by which school will receive profit: Cash or check

How and when will these funds be spent to benefit students/instruction: transportation to games + end of year activities

Requested by: Carlynn Mills cheer Date: 12.18.25  
Teacher/Club

Approved by: David Stealy Date: 12-18-25  
Principal

Approved by: [Signature] Date: 12/18/25  
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: Valentine's Day Dance Class

Purpose of Fundraiser: To raise money for musical theater

Fund/Account Name: MCHS Musical Theater

Current balance of fund account \$ 2,774 Date 12/16/25

Anticipated date(s) of fundraiser: Beginning Jan 6, 2025 Ending Feb 13, 2025

Expected Student Involvement (schoolwide or specific school organization): Students will be selling event tickets to students, teachers, and community members to attend.

Margin of profit (if applicable): N/A

Method by which school will receive profit: Check, Cash

How and when will these funds be spent to benefit students/instruction: These Funds will help support the cost of the license, music, scripts, and production cost of the musical.

Requested by: Kaitlynn Wiley/ MCHS Musical Theater Date: 12/16/25

Approved by: [Signature] Teacher/Club Date: 12/17/25  
[Signature] Principal

Approved by: [Signature] Director of Schools Date: 12/17/25

\*\* 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: Program Sponsors

Purpose of Fundraiser: To raise money for musical theater

Fund/Account Name: MCHS Musical Theater

Current balance of fund account \$ 2,774 Date 12/16/25

Anticipated date(s) of fundraiser: Beginning Jan 6th, 2025 Ending April 17, 2025

Expected Student Involvement (schoolwide or specific school organization): Students will be going to local businesses and to ask for monetary support for our class.

Margin of profit (if applicable): N/A

Method by which school will receive profit: Check, Cash

How and when will these funds be spent to benefit students/instruction: These funds will help support the cost of the license, music, scripts, and production cost of the musical.

Requested by: Kaitlynn Wiley/ MCHS Musical Theater Date: 12/16/25  
Teacher/Club

Approved by: [Signature] Date: 12/17/25  
Principal

Approved by: [Signature] Date: 12/17/25  
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: Pick a Date to Donate

Purpose of Fundraiser: raise funds for CHS - soccer bleachers + scoreboard, new Ellison die-cut machine, workroom updates, poster maker ink

Fund/Account Name: CHS Student Council # 8006

Current balance of fund account \$ 383.00 Date 12-17-25

Anticipated date(s) of fundraiser: Beginning 12-18-25 Ending 1-16-26

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

CHS Student Council - 34 members

Margin of profit (if applicable): approx \$15,000

Method by which school will receive profit: donations

How and when will these funds be spent to benefit students/instruction: school year 25-26-27

Requested by: Karen Stewart Date: 12-17-25  
Teacher/Club

Approved by: [Signature] Date: 12/17/25  
Principal

Approved by: [Signature] Date: 12/17/25  
Director of Schools

\*\* Requests 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

## 2025-2026 Consolidated Application Free/Reduced Lunch Percentages

### Aug. 2025

School	# Free/Red	ADM	% F/R
MES	271	392	69.13%
LMS	246	376	65.43%
WES	409	580	70.52%
OGES	267	402	66.42%
CES	222	471	47.13%
MCHS	523	834	62.71%
CHS	166	380	43.68%
CHES	201	539	37.29%
FHS	272	800	34.00%
DHIS	170	428	39.72%
<b>District</b>	<b>2747</b>	<b>5202</b>	<b>52.81%</b>

### Sept. 2025

School	# Free/Red	ADM	% F/R
MES	276	389	70.95%
LMS	260	379	68.60%
WES	420	582	72.16%
OGES	273	404	67.57%
CES	230	471	48.83%
MCHS	549	832	65.99%
CHS	171	379	45.12%
CHES	204	539	37.85%
FHS	281	795	35.35%
DHIS	175	430	40.70%
<b>District</b>	<b>2839</b>	<b>5200</b>	<b>54.60%</b>

### Oct. 2025

School	# Free/Red	ADM	% F/R
MES	282	386	73.06%
LMS	260	377	68.97%
WES	423	582	72.68%
OGES	272	397	68.51%
CES	234	471	49.68%
MCHS	555	826	67.19%
CHS	171	378	45.24%
CHES	203	536	37.87%
FHS	280	790	35.44%
DHIS	178	431	41.30%
<b>District</b>	<b>2858</b>	<b>5174</b>	<b>55.24%</b>

### Nov. 2025

School	# Free/Red	ADM	% F/R
MES	282	382	73.82%
LMS	262	374	70.05%
WES	422	575	73.39%
OGES	270	392	68.88%
CES	236	471	50.11%
MCHS	556	821	67.72%
CHS	169	376	44.95%
CHES	205	536	38.25%
FHS	281	790	35.57%
DHIS	179	430	41.63%
<b>District</b>	<b>2862</b>	<b>5147</b>	<b>55.61%</b>

### Dec. 2025

School	# Free/Red	ADM	% F/R
MES	285	381	74.80%
LMS	269	379	70.98%
WES	418	572	73.08%
OGES	268	391	68.54%
CES	236	470	50.21%
MCHS	560	825	67.88%
CHS	169	375	45.07%
CHES	204	537	37.99%
FHS	282	790	35.70%
DHIS	177	426	41.55%
<b>District</b>	<b>2868</b>	<b>5146</b>	<b>55.73%</b>

### Jan. 2026

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!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Feb. 2026**

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!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Mar. 2026**

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!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**Apr. 2026**

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!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

**May 2026**

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!
<b>District</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>

Fnd	T	Acct	Obj	Prj	Loc	Prg	Account Level	2025-26	2025-26	2025-26	Unexpended	November	2025-26
							Description	Original Budget	Revised Budget	FYTD Activity	Balance	Monthly Activity	
141	R	40110	000	000	00000	000	CURRENT PROPERTY TAX	9,225,853.00	9,225,853.00	1,138,660.57	8,087,192.43	391,823.15	
141	R	40120	000	000	00000	000	TRUSTEE'S COLLECTIONS	149,934.00	149,934.00	66,102.42	83,831.58	8,313.01	
141	R	40125	000	000	00000	000	TRUSTEE'S COLLECTIONS	5,000.00	5,000.00	53.80	4,946.20	5.99	
141	R	40130	000	000	00000	000	CIR CLK/CLK & MASTER	51,676.00	51,676.00	15,862.61	35,813.39	5,803.59	
141	R	40140	000	000	00000	000	INTEREST AND PENALTY	30,513.00	30,513.00	6,899.55	23,613.45	1,104.39	
141	R	40210	000	000	00000	000	LOCAL OPTION SALES TA	4,900,000.00	4,900,000.00	1,848,734.74	3,051,265.26	446,087.00	
141	R	40275	000	000	00000	000	MIXED DRINK TAX	20,000.00	20,000.00	6,958.07	13,041.93	285.00	
141	R	40275	000	000	30002	000	MIXED DRINK TAX			3,508.45	-3,508.45	1,574.68	
141	R	41110	000	000	00000	000	MARRIAGE LICENSES	2,000.00	2,000.00	1,263.50	736.50	361.00	
141	R	43517	000	000	00000	000	TUITION-OTHER	125,000.00	125,000.00		125,000.00		
141	R	43517	000	000	02105	000	CVES-TUITION AFTER SCHOOL			36,303.14	-36,303.14	13,047.17	
141	R	43570	000	000	00000	000	RECEIPTS FROM INDIVID	75,000.00	75,000.00	8,713.77	66,286.23	3,060.05	
141	R	43570	000	000	40200	000				24,971.65	-24,971.65	9,565.57	
141	R	43583	000	000	00000	000	TBI CRIMINAL BACKGROU	500.00	500.00	74.30	425.70	37.15	
141	R	43990	000	000	00000	000	OTHER CHARGES FOR SER	40,000.00	40,000.00	125.00	39,875.00	25.00	
141	R	43990	000	000	40100	000	OTHER CHARGES FOR SERVICES			32,927.25	-32,927.25	20,255.00	
141	R	44130	000	000	00000	000	SALE OF MATERIALS AND	3,000.00	3,000.00	20,229.90	-17,229.90	12,600.00	
141	R	44170	000	000	00000	000	MISCELLANEOUS REFUNDS	80,000.00	80,000.00	38,972.40	41,027.60	3,836.16	
141	R	44170	000	000	30008	000	MISC REFUNDS-STELLER			743.21	-743.21	271.28	
141	R	44530	000	000	00000	000	SALE OF EQUIPMENT	3,000.00	3,000.00		3,000.00		
141	R	44560	000	000	00000	000	DAMAGES RECOVERED FRO	1,000.00	1,000.00	400.00	600.00		
141	R	44570	000	000	00000	000	CONTRIBUTIONS & GIFTS			7,500.00	-7,500.00		
141	R	46510	000	000	00000	000	TISA	40,619,000.00	40,619,000.00	16,180,109.09	24,438,890.91	4,045,027.27	
141	R	46515	000	000	00000	000	EARLY CHILDHOOD EDUCA	193,519.00	193,519.00	52,670.19	140,848.81	52,670.19	
141	R	46515	000	000	40600	000			51,738.66		51,738.66		
141	R	46550	000	000	00000	000	DRIVER EDUCATION	15,662.00	15,662.00		15,662.00		
141	R	46590	000	000	00000	000	OTHER STATE EDUCATION		894,294.00		894,294.00		
141	R	46590	000	000	02103	000			85,000.00		85,000.00		
141	R	46590	000	000	30014	000			896,627.00		-896,627.00		
141	R	46610	000	000	00000	000	CAREER LADDER PROGRAM	53,512.00	53,512.00	26,650.30	26,861.70		
141	R	46790	000	000	00000	000	OTHER VOCATIONAL	134,060.00	134,060.00		134,060.00		
141	R	46790	000	000	40400	000	ISM GRANT		2,779,774.74		2,779,774.74		
141	R	46851	000	000	00000	000	STATE REVENUE SHARING	190,000.00	190,000.00	76,930.06	113,069.94	76,930.06	
141	R	46980	000	000	40500	000			126,856.88		126,856.88		
141	R	49700	000	000	00000	000	INSURANCE RECOVERY	2,000.00	2,000.00	18,568.11	-16,568.11	2,780.70	
141	R	-----	---	---	-----	---		55,920,229.00	59,857,893.28	20,510,559.08	39,347,334.20	5,095,463.41	
141	-	-----	---	---	-----	---		55,920,229.00	59,857,893.28	20,510,559.08	39,347,334.20	5,095,463.41	
<b>Grand Revenue Totals</b>								<b>55,920,229.00</b>	<b>59,857,893.28</b>	<b>20,510,559.08</b>	<b>39,347,334.20</b>	<b>5,095,463.41</b>	

<u>Fnd T Acct</u>	<u>Obj Prj Loc</u>	<u>Prg</u>	<u>Description</u>	<u>2025-26</u> <u>Original Budget</u>	<u>2025-26</u> <u>Revised Budget</u>	<u>2025-26</u> <u>FYTD Activity</u>	<u>Unexpended</u> <u>Balance</u>	<u>November</u> <u>Monthly Activity</u>	<u>2025-26</u>
<b>Number of Accounts: 35</b>									

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

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71100	REGULAR INSTRUCTION PROGRAM								
116	TEACHERS	18,946,169.00	18,946,169.00	6,385,972.80	0.00	12,560,196.20	33.71	1,618,148.22	0.00
117	CAREER LADDER PROGRAM	30,800.00	30,800.00	13,100.00	0.00	17,700.00	42.53	13,100.00	0.00
128	HOMEBOUND TEACHERS	10,000.00	10,000.00	1,830.00	0.00	8,170.00	18.30	0.00	0.00
163	EDUCATIONAL ASSISTANTS	735,976.00	735,976.00	259,084.78	0.00	476,891.22	35.20	66,619.32	0.00
186	LONGEVITY PAY	200,425.00	200,425.00	195,275.00	0.00	5,150.00	97.43	0.00	0.00
188	BONUS PAYMENTS	0.00	714,000.00	716,000.00	0.00	-2,000.00	100.28	0.00	0.00
189	OTHER SALARIES & WAGES	772,348.00	772,348.00	226,863.90	0.00	545,484.10	29.37	76,910.76	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	30,000.00	30,000.00	12,445.00	0.00	17,555.00	41.48	3,700.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	280,000.00	280,000.00	114,058.98	0.00	165,941.02	40.74	36,972.50	0.00
201	SOCIAL SECURITY	1,302,355.00	1,346,623.00	449,086.58	0.00	897,536.42	33.35	101,379.28	0.00
204	PENSIONS	1,210,516.00	1,262,566.60	519,461.41	0.00	743,105.19	41.14	116,230.13	0.00
207	MEDICAL INSURANCE	4,248,364.00	4,248,364.00	1,366,875.44	0.00	2,881,488.56	32.17	342,554.73	0.00
208	DENTAL INSURANCE	14,728.00	14,728.00	4,754.04	0.00	9,973.96	32.28	1,188.60	0.00
210	UNEMPLOYMENT COMPENSATION	9,846.00	9,846.00	827.81	0.00	9,018.19	8.41	176.36	0.00
212	EMPLOYER MEDICARE	304,583.00	314,936.00	108,699.47	0.00	206,236.53	34.51	24,759.95	0.00
217	RETIREMENT-HYBRID STABILIZATIO	83,208.00	83,208.00	32,875.23	0.00	50,332.77	39.51	7,377.24	0.00
336	MAINTENANCE AND REPAIR SERVICE	135,675.00	135,675.00	16,266.32	11,107.00	108,301.68	20.18	471.94	4,817.98
355	TRAVEL	0.00	0.00	464.96	0.00	-464.96	0.00	134.82	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	363,110.00	363,110.00	311,965.52	46,499.76	4,644.72	98.72	17,181.92	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	301,949.00	301,949.00	252,886.51	12,459.60	36,602.89	87.88	7,814.51	6,708.50
449	TEXTBOOKS	200,000.00	200,000.00	515,480.41	10,829.51	-326,309.92	263.15	0.00	550,886.47
722	REGULAR INSTRUCTION EQUIPMENT	103,000.00	103,000.00	48,728.22	31,180.45	23,091.33	77.58	10,980.94	2,152.80
---	REGULAR INSTRUCTION PROGRAM	29,298,052.00	30,118,723.60	11,553,002.38	112,076.32	18,453,644.90	38.73	2,445,701.22	564,565.75

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71150	ALTERNATIVE INSTRUCTION PROGRA								
116	TEACHERS	139,544.00	139,544.00	46,514.72	0.00	93,029.28	33.33	11,628.68	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	1,000.00	1,000.00	450.00	0.00	550.00	45.00	270.00	0.00
201	SOCIAL SECURITY	8,816.00	8,816.00	2,758.96	0.00	6,057.04	31.29	673.93	0.00
204	PENSIONS	8,147.00	8,147.00	2,812.87	0.00	5,334.13	34.53	670.98	0.00
207	MEDICAL INSURANCE	38,935.00	38,935.00	12,559.56	0.00	26,375.44	32.26	3,139.89	0.00
208	DENTAL INSURANCE	109.00	109.00	36.48	0.00	72.52	33.47	9.12	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	0.14	0.00	62.86	0.22	0.00	0.00
212	EMPLOYER MEDICARE	2,062.00	2,062.00	645.23	0.00	1,416.77	31.29	157.61	0.00
399	OTHER CONTRACTED SERVICES	3,000.00	3,000.00	197.82	0.00	2,802.18	6.59	48.98	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	800.00	800.00	400.00	0.00	400.00	50.00	0.00	0.00
722	REGULAR INSTRUCTION EQUIPMENT	3,000.00	3,000.00	321.00	0.00	2,679.00	10.70	0.00	0.00
---	ALTERNATIVE INSTRUCTION PROGRA	207,126.00	207,126.00	68,346.78	0.00	138,779.22	33.00	16,599.19	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71200	SPECIAL EDUCATION PROGRAM								
116	TEACHERS	1,517,504.00	1,517,504.00	504,882.20	0.00	1,012,621.80	33.27	127,179.35	0.00
117	CAREER LADDER PROGRAM	3,180.00	3,180.00	1,500.00	0.00	1,680.00	47.17	1,500.00	0.00
128	HOMEBOUND TEACHERS	6,000.00	6,000.00	1,020.00	0.00	4,980.00	17.00	420.00	0.00
163	EDUCATIONAL ASSISTANTS	663,638.00	683,548.00	243,332.58	0.00	440,215.42	35.60	59,670.27	0.00
171	SPEECH PATHOLOGIST	340,124.00	340,124.00	88,833.22	0.00	251,290.78	26.12	23,156.78	0.00
186	LONGEVITY PAY	27,025.00	27,025.00	24,325.00	0.00	2,700.00	90.01	0.00	0.00
188	BONUS PAYMENTS	0.00	48,000.00	46,000.00	0.00	2,000.00	95.83	0.00	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	3,500.00	3,500.00	250.00	0.00	3,250.00	7.14	200.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	24,000.00	24,000.00	10,962.50	0.00	13,037.50	45.68	2,672.50	0.00
201	SOCIAL SECURITY	160,268.00	164,479.00	51,956.19	0.00	112,522.81	31.59	11,963.93	0.00
204	PENSIONS	159,047.00	164,086.80	62,602.04	0.00	101,484.76	38.15	14,473.66	0.00
207	MEDICAL INSURANCE	795,354.00	814,957.00	257,063.13	0.00	557,893.87	31.54	64,183.82	0.00
208	DENTAL INSURANCE	2,780.00	2,835.00	968.16	0.00	1,866.84	34.15	239.76	0.00
210	UNEMPLOYMENT COMPENSATION	1,742.00	1,832.00	108.81	0.00	1,723.19	5.94	12.32	0.00
212	EMPLOYER MEDICARE	37,482.00	38,468.00	12,254.64	0.00	26,213.36	31.86	2,840.53	0.00
217	RETIREMENT-HYBRID STABILIZATIO	6,732.00	6,732.00	2,680.69	0.00	4,051.31	39.82	622.72	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	0.00	0.00	36,973.88	0.00	-36,973.88	0.00	6,037.50	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	7,000.00	7,000.00	6,600.00	0.00	400.00	94.29	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	3,756,376.00	3,854,270.80	1,352,313.04	0.00	2,501,957.76	35.09	315,173.14	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
71300	CAREER AND TECHNICAL EDUCATION								
116	TEACHERS	1,291,424.00	1,354,445.00	369,764.28	0.00	984,680.72	27.30	93,890.97	0.00
117	CAREER LADDER PROGRAM	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
186	LONGEVITY PAY	9,450.00	9,450.00	7,750.00	0.00	1,700.00	82.01	0.00	0.00
188	BONUS PAYMENTS	0.00	16,000.00	16,000.00	0.00	0.00	100.00	0.00	0.00
189	OTHER SALARIES & WAGES	76,759.00	115,138.55	32,128.30	0.00	83,010.25	27.90	6,425.66	0.00
195	CERTIFIED SUBSTITUTE TEACHERS	1,000.00	1,000.00	350.00	0.00	650.00	35.00	100.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	8,000.00	8,000.00	1,845.00	0.00	6,155.00	23.06	495.00	0.00
201	SOCIAL SECURITY	86,033.00	93,311.84	24,844.54	0.00	68,467.30	26.63	5,851.14	0.00
204	PENSIONS	80,875.00	91,182.66	30,869.67	0.00	60,312.99	33.85	7,257.71	0.00
207	MEDICAL INSURANCE	303,936.00	328,341.00	86,253.65	0.00	242,087.35	26.27	21,080.91	0.00
208	DENTAL INSURANCE	996.00	1,068.40	322.68	0.00	745.72	30.20	77.16	0.00
210	UNEMPLOYMENT COMPENSATION	531.00	531.00	25.62	0.00	505.38	4.82	0.71	0.00
212	EMPLOYER MEDICARE	20,121.00	21,862.68	5,597.04	0.00	16,265.64	25.60	1,370.40	0.00
217	RETIREMENT-HYBRID STABILIZATIO	6,487.00	6,487.00	2,522.29	0.00	3,964.71	38.88	617.96	0.00
336	MAINTENANCE AND REPAIR SERVICE	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	34,800.00	66,466.00	24,930.62	2,008.29	39,527.09	40.53	135.22	0.00
449	TEXTBOOKS	2,000.00	2,000.00	11,348.77	0.00	-9,348.77	567.44	0.00	0.00
599	OTHER CHARGES	500.00	500.00	8.87	0.00	491.13	1.77	0.00	0.00
730	VOCATIONAL INSTRUCTION EQUIPME	30,000.00	725,869.53	5,362.18	1,481.70	719,025.65	0.94	25.50	0.00
---	CAREER AND TECHNICAL EDUCATION	1,956,412.00	2,845,153.66	619,923.51	3,489.99	2,221,740.16	21.91	137,328.34	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72110	ATTENDANCE								
105	SUPERVISOR/DIRECTOR	89,351.00	89,351.00	37,229.50	0.00	52,121.50	41.67	7,445.90	0.00
117	CAREER LADDER PROGRAM	1,600.00	1,600.00	800.00	0.00	800.00	50.00	800.00	0.00
130	SOCIAL WORKERS	218,893.00	218,893.00	69,010.03	0.00	149,882.97	31.53	16,904.23	0.00
162	CLERICAL PERSONNEL	67,582.00	67,582.00	28,158.36	0.00	39,423.64	41.67	5,631.88	0.00
186	LONGEVITY PAY	8,550.00	8,550.00	8,550.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	23,931.00	23,931.00	7,758.30	0.00	16,172.70	32.42	1,647.40	0.00
204	PENSIONS	28,903.00	28,903.00	9,164.98	0.00	19,738.02	31.71	1,964.30	0.00
207	MEDICAL INSURANCE	41,415.00	41,415.00	21,102.21	0.00	20,312.79	50.95	4,731.28	0.00
208	DENTAL INSURANCE	274.00	274.00	101.60	0.00	172.40	37.08	25.40	0.00
210	UNEMPLOYMENT COMPENSATION	189.00	189.00	0.00	0.00	189.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	5,597.00	5,597.00	1,994.00	0.00	3,603.00	35.63	425.27	0.00
355	TRAVEL	2,500.00	2,500.00	91.96	0.00	2,408.04	3.68	0.00	0.00
399	OTHER CONTRACTED SERVICES	39,340.00	39,340.00	26,722.86	0.00	12,617.14	67.93	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	3,000.00	3,000.00	1,297.91	0.00	1,702.09	43.26	0.00	254.78
524	STAFF DEVELOPMENT	4,000.00	4,000.00	1,237.76	0.00	2,762.24	30.94	633.48	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	539,125.00	539,125.00	213,219.47	0.00	325,905.53	39.55	40,209.14	254.78

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72120	HEALTH SERVICES								
105	SUPERVISOR/DIRECTOR	88,351.00	88,351.00	36,979.50	0.00	51,371.50	41.86	7,395.90	0.00
131	MEDICAL PERSONNEL	349,830.00	349,830.00	112,294.99	0.00	237,535.01	32.10	29,130.46	0.00
186	LONGEVITY PAY	4,400.00	4,400.00	4,350.00	0.00	50.00	98.86	0.00	0.00
189	OTHER SALARIES & WAGES	0.00	0.00	200.00	0.00	-200.00	0.00	0.00	0.00
201	SOCIAL SECURITY	27,440.00	27,440.00	8,979.40	0.00	18,460.60	32.72	2,122.84	0.00
204	PENSIONS	33,194.00	33,194.00	11,650.67	0.00	21,543.33	35.10	2,702.76	0.00
207	MEDICAL INSURANCE	70,119.00	70,119.00	27,123.57	0.00	42,995.43	38.68	6,687.31	0.00
208	DENTAL INSURANCE	328.00	328.00	114.00	0.00	214.00	34.76	27.36	0.00
210	UNEMPLOYMENT COMPENSATION	273.00	273.00	17.02	0.00	255.98	6.23	6.48	0.00
212	EMPLOYER MEDICARE	6,417.00	6,417.00	2,103.93	0.00	4,313.07	32.79	499.09	0.00
217	RETIREMENT-HYBRID STABILIZATIO	3,305.00	3,305.00	1,111.14	0.00	2,193.86	33.62	258.24	0.00
355	TRAVEL	1,000.00	1,000.00	515.80	0.00	484.20	51.58	0.00	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	16,000.00	16,000.00	35,813.14	1,270.85	-21,083.99	231.77	72.19	2,952.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	8,690.00	0.00	-6,690.00	434.50	0.00	0.00
599	OTHER CHARGES	5,000.00	5,000.00	440.00	0.00	4,560.00	8.80	0.00	0.00
735	HEALTH EQUIPMENT	2,000.00	2,000.00	0.00	1,308.18	691.82	65.41	0.00	0.00
---	HEALTH SERVICES	649,657.00	649,657.00	290,383.16	2,579.03	356,694.81	45.09	48,902.63	2,952.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 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	500.00	0.00
123	GUIDANCE PERSONNEL	813,800.00	813,800.00	268,325.84	0.00	545,474.16	32.97	67,081.46	0.00
163	EDUCATIONAL ASSISTANTS	68,509.00	68,509.00	23,923.08	0.00	44,585.92	34.92	5,980.77	0.00
186	LONGEVITY PAY	11,200.00	11,200.00	10,850.00	0.00	350.00	96.88	0.00	0.00
189	OTHER SALARIES & WAGES	2,000.00	2,000.00	810.00	0.00	1,190.00	40.50	135.00	0.00
201	SOCIAL SECURITY	55,584.00	55,584.00	17,580.98	0.00	38,003.02	31.63	4,243.16	0.00
204	PENSIONS	52,849.00	52,849.00	20,169.28	0.00	32,679.72	38.16	4,890.19	0.00
207	MEDICAL INSURANCE	214,146.00	214,146.00	65,075.32	0.00	149,070.68	30.39	16,268.83	0.00
208	DENTAL INSURANCE	612.00	612.00	200.64	0.00	411.36	32.78	50.16	0.00
210	UNEMPLOYMENT COMPENSATION	363.00	363.00	22.62	0.00	340.38	6.23	0.34	0.00
212	EMPLOYER MEDICARE	12,999.00	12,999.00	4,113.00	0.00	8,886.00	31.64	993.00	0.00
217	RETIREMENT-HYBRID STABILIZATIO	2,876.00	2,876.00	994.42	0.00	1,881.58	34.58	246.68	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	20,800.00	27,000.00	800.00	-7,000.00	133.65	0.00	0.00
499	OTHER SUPPLIES AND MATERIALS	4,125.00	4,125.00	968.16	578.59	2,578.25	37.50	248.96	0.00
524	STAFF DEVELOPMENT	2,000.00	2,000.00	875.00	0.00	1,125.00	43.75	0.00	0.00
599	OTHER CHARGES	16,000.00	16,000.00	5,010.35	0.00	10,989.65	31.31	0.00	0.00
---	OTHER STUDENT SUPPORT	1,293,063.00	1,293,863.00	446,418.69	1,378.59	846,065.72	34.61	100,638.55	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72210	REGULAR INSTRUCTION PROGRAM								
105	SUPERVISOR/DIRECTOR	461,786.00	461,786.00	190,327.15	0.00	271,458.85	41.22	38,065.43	0.00
117	CAREER LADDER PROGRAM	4,000.00	4,000.00	1,500.00	0.00	2,500.00	37.50	1,500.00	0.00
129	LIBRARIANS	648,440.00	648,440.00	192,886.52	0.00	455,553.48	29.75	48,221.63	0.00
161	SECRETARY(S)	85,591.00	85,591.00	29,428.36	0.00	56,162.64	34.38	6,376.97	0.00
186	LONGEVITY PAY	17,000.00	17,000.00	15,325.00	0.00	1,675.00	90.15	0.00	0.00
189	OTHER SALARIES & WAGES	80,270.00	80,270.00	30,736.85	0.00	49,533.15	38.29	7,651.69	0.00
201	SOCIAL SECURITY	80,419.00	80,419.00	26,456.65	0.00	53,962.35	32.90	5,841.14	0.00
204	PENSIONS	77,186.00	77,186.00	28,930.81	0.00	48,255.19	37.48	6,446.41	0.00
207	MEDICAL INSURANCE	267,736.00	267,736.00	86,618.80	0.00	181,117.20	32.35	19,963.99	0.00
208	DENTAL INSURANCE	768.00	768.00	255.36	0.00	512.64	33.25	59.28	0.00
210	UNEMPLOYMENT COMPENSATION	420.00	420.00	3.49	0.00	416.51	0.83	0.84	0.00
212	EMPLOYER MEDICARE	18,808.00	18,808.00	6,256.62	0.00	12,551.38	33.27	1,380.10	0.00
217	RETIREMENT-HYBRID STABILIZATIO	2,962.00	2,962.00	813.06	0.00	2,148.94	27.45	198.34	0.00
355	TRAVEL	5,000.00	5,000.00	1,099.22	0.00	3,900.78	21.98	333.06	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	10,320.24	1,364.60	11,965.16	49.41	4,855.55	0.00
499	OTHER SUPPLIES AND MATERIALS	8,750.00	8,750.00	1,661.56	2.26	7,086.18	19.02	588.93	0.00
524	STAFF DEVELOPMENT	50,000.00	50,000.00	11,100.53	231.66	38,667.81	22.66	0.00	6,820.30
790	OTHER EQUIPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
---	REGULAR INSTRUCTION PROGRAM	1,844,986.00	1,844,986.00	633,720.22	1,598.52	1,209,667.26	34.43	141,483.36	6,820.30

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72220	SPECIAL EDUCATION PROGRAM								
105	SUPERVISOR/DIRECTOR	89,351.00	89,351.00	37,027.34	0.00	52,323.66	41.44	7,474.78	0.00
124	PHSYCOLOGICAL PERSONNEL	107,793.00	107,793.00	0.00	0.00	107,793.00	0.00	0.00	0.00
162	CLERICAL PERSONNEL	0.00	0.00	16,083.45	0.00	-16,083.45	0.00	3,216.69	0.00
186	LONGEVITY PAY	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	12,316.00	12,316.00	3,149.21	0.00	9,166.79	25.57	611.66	0.00
204	PENSIONS	11,472.00	11,472.00	3,439.65	0.00	8,032.35	29.98	672.54	0.00
207	MEDICAL INSURANCE	27,344.00	27,344.00	16,058.01	0.00	11,285.99	58.73	3,255.26	0.00
208	DENTAL INSURANCE	0.00	0.00	22.80	0.00	-22.80	0.00	4.56	0.00
210	UNEMPLOYMENT COMPENSATION	63.00	63.00	0.00	0.00	63.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	2,880.00	2,880.00	736.51	0.00	2,143.49	25.57	143.05	0.00
310	CONTRACTS WITH OTHER PUBLIC AG	80,000.00	80,000.00	105,772.52	0.00	-25,772.52	132.22	22,812.40	0.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	0.00	9,060.66	1,530.88	0.00	7,529.78	16.90	296.69	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	334,219.00	343,279.66	185,320.37	0.00	157,959.29	53.99	38,487.63	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72230	CAREER AND TECHNICAL EDUCATION								
105	SUPERVISOR/DIRECTOR	104,058.00	112,716.00	40,827.72	0.00	71,888.28	36.22	8,950.17	0.00
161	SECRETARY(S)	33,970.00	33,970.00	11,323.20	0.00	22,646.80	33.33	2,830.80	0.00
186	LONGEVITY PAY	1,000.00	1,000.00	1,000.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	8,620.00	9,240.00	3,294.13	0.00	5,945.87	35.65	666.32	0.00
204	PENSIONS	8,614.00	9,191.00	3,530.41	0.00	5,660.59	38.41	728.73	0.00
207	MEDICAL INSURANCE	40,365.00	40,365.00	14,648.67	0.00	25,716.33	36.29	3,255.26	0.00
208	DENTAL INSURANCE	109.00	109.00	41.04	0.00	67.96	37.65	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	2,016.00	2,161.00	770.42	0.00	1,390.58	35.65	155.83	0.00
307	COMMUNICATION	3,200.00	3,200.00	190.88	0.00	3,009.12	5.97	25.00	0.00
355	TRAVEL	500.00	500.00	45.08	0.00	454.92	9.02	45.08	0.00
399	OTHER CONTRACTED SERVICES	4,000.00	4,000.00	1,204.77	0.00	2,795.23	30.12	241.93	0.00
599	OTHER CHARGES	500.00	500.00	0.00	144.78	355.22	28.96	0.00	0.00
---	CAREER AND TECHNICAL EDUCATION	206,994.00	216,994.00	76,876.32	144.78	139,972.90	35.49	16,908.24	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72250	TECHNOLOGY								
105	SUPERVISOR/DIRECTOR	96,383.00	96,383.00	40,159.45	0.00	56,223.55	41.67	8,031.89	0.00
121	DATA PROCESSING PERSONNEL	243,448.00	243,448.00	101,313.27	0.00	142,134.73	41.62	20,287.37	0.00
186	LONGEVITY PAY	2,150.00	2,150.00	2,150.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	21,203.00	21,203.00	8,423.48	0.00	12,779.52	39.73	1,659.26	0.00
204	PENSIONS	25,649.00	25,649.00	10,970.20	0.00	14,678.80	42.77	2,163.30	0.00
207	MEDICAL INSURANCE	60,970.00	60,970.00	28,498.05	0.00	32,471.95	46.74	5,699.61	0.00
208	DENTAL INSURANCE	274.00	274.00	114.00	0.00	160.00	41.61	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	4,959.00	4,959.00	1,969.95	0.00	2,989.05	39.72	388.04	0.00
217	RETIREMENT-HYBRID STABILIZATIO	1,004.00	1,004.00	409.14	0.00	594.86	40.75	81.12	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	71,519.14	30,296.29	8,184.57	92.56	0.00	1,290.00
350	INTERNET CONNECTIVITY	125,000.00	125,000.00	110,731.80	0.00	14,268.20	88.59	0.00	0.00
399	OTHER CONTRACTED SERVICES	11,500.00	11,500.00	0.00	0.00	11,500.00	0.00	0.00	0.00
471	SOFTWARE	30,000.00	30,000.00	5,956.56	0.00	24,043.44	19.86	0.00	6,484.43
524	STAFF DEVELOPMENT	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
---	TECHNOLOGY	734,707.00	734,707.00	382,215.04	30,296.29	322,195.67	56.15	38,333.39	7,774.43

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72310	BOARD OF EDUCATION								
191	BOARD AND COMMITTEE MEMBERS FE	40,794.00	40,794.00	16,470.40	0.00	24,323.60	40.37	3,299.48	0.00
201	SOCIAL SECURITY	2,529.00	2,529.00	853.56	0.00	1,675.44	33.75	171.00	0.00
207	MEDICAL INSURANCE	7,770.00	7,770.00	4,073.22	0.00	3,696.78	52.42	1,566.62	0.00
208	DENTAL INSURANCE	55.00	55.00	22.80	0.00	32.20	41.45	4.56	0.00
210	UNEMPLOYMENT COMPENSATION	21.00	21.00	0.00	0.00	21.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	589.00	589.00	224.22	0.00	364.78	38.07	42.70	0.00
320	DUES AND MEMBERSHIPS	7,175.00	7,175.00	7,529.00	0.00	-354.00	104.93	0.00	0.00
331	LEGAL SERVICES	15,000.00	15,000.00	2,646.40	0.00	12,353.60	17.64	1,700.00	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	16,250.00	16,250.00	5,625.00	0.00	10,625.00	34.62	525.00	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	158,993.00	158,993.00	152,934.00	0.00	6,059.00	96.19	0.00	0.00
510	TRUSTEE'S COMMISSION	340,000.00	340,000.00	68,744.52	0.00	271,255.48	20.22	18,603.79	0.00
513	WORKMAN'S COMPENSATION INSURAN	208,325.00	208,325.00	192,092.00	0.00	16,233.00	92.21	0.00	0.00
524	STAFF DEVELOPMENT	7,000.00	7,000.00	725.00	3,290.00	2,985.00	57.36	0.00	2,325.00
533	CRIMINAL INVESTIGATION OF APPL	8,000.00	8,000.00	7,011.50	8,187.90	-7,199.40	189.99	1,950.00	5,599.40
599	OTHER CHARGES	8,000.00	8,000.00	2,002.92	153.98	5,843.10	26.96	280.86	843.86
---	BOARD OF EDUCATION	822,501.00	822,501.00	460,954.54	11,631.88	349,914.58	57.46	28,144.01	8,768.26

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72320	DIRECTOR OF SCHOOLS								
101	COUNTY OFFICIAL/ADMINISTRATIVE	160,000.00	160,000.00	67,265.13	0.00	92,734.87	42.04	13,798.49	0.00
161	SECRETARY(S)	54,640.00	54,640.00	22,766.70	0.00	31,873.30	41.67	4,553.34	0.00
186	LONGEVITY PAY	250.00	250.00	250.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	13,323.00	13,323.00	5,397.38	0.00	7,925.62	40.51	1,077.06	0.00
204	PENSIONS	13,349.00	13,349.00	5,607.46	0.00	7,741.54	42.01	1,137.67	0.00
207	MEDICAL INSURANCE	40,365.00	40,365.00	15,887.49	0.00	24,477.51	39.36	3,036.97	0.00
208	DENTAL INSURANCE	391.00	391.00	45.60	0.00	345.40	11.66	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	3,105.00	3,105.00	1,262.30	0.00	1,842.70	40.65	251.89	0.00
307	COMMUNICATION	600.00	600.00	436.81	0.00	163.19	72.80	109.59	0.00
320	DUES AND MEMBERSHIPS	4,040.00	4,040.00	8,038.00	0.00	-3,998.00	198.96	0.00	0.00
355	TRAVEL	1,000.00	1,000.00	544.49	0.00	455.51	54.45	54.60	0.00
435	OFFICE SUPPLIES	500.00	500.00	29.99	0.00	470.01	6.00	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	1,018.66	0.00	2,981.34	25.47	0.00	500.00
599	OTHER CHARGES	1,500.00	1,500.00	742.78	0.00	757.22	49.52	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	298,126.00	298,126.00	129,292.79	0.00	168,833.21	43.37	24,028.73	500.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72410	OFFICE OF THE PRINCIPAL								
104	PRINCIPALS	998,427.00	998,427.00	413,456.49	0.00	584,970.51	41.41	83,012.63	0.00
117	CAREER LADDER PROGRAM	6,000.00	6,000.00	3,000.00	0.00	3,000.00	50.00	3,000.00	0.00
139	ASSISTANT PRINCIPALS	1,060,211.00	1,060,211.00	445,444.35	0.00	614,766.65	42.01	88,339.68	0.00
162	CLERICAL PERSONNEL	782,720.00	782,720.00	237,909.78	0.00	544,810.22	30.40	58,878.63	0.00
186	LONGEVITY PAY	36,300.00	36,300.00	36,850.00	0.00	-550.00	101.52	0.00	0.00
201	SOCIAL SECURITY	178,787.00	178,787.00	66,240.48	0.00	112,546.52	37.05	13,548.84	0.00
204	PENSIONS	180,162.00	180,162.00	70,621.08	0.00	109,540.92	39.20	14,639.51	0.00
207	MEDICAL INSURANCE	595,671.00	595,671.00	217,049.15	0.00	378,621.85	36.44	48,350.82	0.00
208	DENTAL INSURANCE	1,872.00	1,872.00	711.36	0.00	1,160.64	38.00	159.60	0.00
210	UNEMPLOYMENT COMPENSATION	1,029.00	1,029.00	37.95	0.00	991.05	3.69	5.81	0.00
212	EMPLOYER MEDICARE	41,813.00	41,813.00	15,513.57	0.00	26,299.43	37.10	3,168.69	0.00
217	RETIREMENT-HYBRID STABILIZATIO	906.00	906.00	371.80	0.00	534.20	41.04	74.36	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	17,100.00	17,100.00	11,750.00	0.00	5,350.00	68.71	0.00	0.00
435	OFFICE SUPPLIES	6,875.00	6,875.00	1,113.36	185.81	5,575.83	18.90	588.20	0.00
599	OTHER CHARGES	150,000.00	150,000.00	42,985.47	1,698.39	105,316.14	29.79	8,935.58	0.00
701	ADMINISTRATION EQUIPMENT	13,969.00	13,969.00	2,670.48	1,919.73	9,378.79	32.86	626.81	0.00
---	OFFICE OF THE PRINCIPAL	4,075,142.00	4,075,142.00	1,565,725.32	3,803.93	2,505,612.75	38.51	323,329.16	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72510	FISCAL SERVICES								
105	SUPERVISOR/DIRECTOR	96,383.00	96,383.00	40,159.45	0.00	56,223.55	41.67	8,031.89	0.00
119	ACCOUNTANTS/BOOKKEEPERS	234,260.00	234,260.00	97,345.61	0.00	136,914.39	41.55	25,263.00	0.00
186	LONGEVITY PAY	1,450.00	1,450.00	1,450.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	20,590.00	20,590.00	7,782.88	0.00	12,807.12	37.80	1,683.38	0.00
204	PENSIONS	24,907.00	24,907.00	9,971.49	0.00	14,935.51	40.03	2,159.67	0.00
207	MEDICAL INSURANCE	66,805.00	66,805.00	25,264.37	0.00	41,540.63	37.82	5,378.40	0.00
208	DENTAL INSURANCE	164.00	164.00	63.84	0.00	100.16	38.93	13.68	0.00
210	UNEMPLOYMENT COMPENSATION	147.00	147.00	39.01	0.00	107.99	26.54	13.50	0.00
212	EMPLOYER MEDICARE	4,815.00	4,815.00	1,907.19	0.00	2,907.81	39.61	458.93	0.00
317	DATA PROCESSING SERVICES	61,317.00	61,317.00	53,519.25	0.00	7,797.75	87.28	0.00	0.00
355	TRAVEL	500.00	500.00	32.62	0.00	467.38	6.52	0.00	0.00
399	OTHER CONTRACTED SERVICES	1,000.00	1,000.00	2,257.67	0.00	-1,257.67	225.77	0.00	0.00
411	DATA PROCESSING SUPPLIES	4,400.00	4,400.00	10.99	3,000.00	1,389.01	68.43	5.75	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	8,625.66	20.58	-3,646.24	172.92	0.00	0.00
524	STAFF DEVELOPMENT	4,000.00	4,000.00	1,000.00	0.00	3,000.00	25.00	0.00	0.00
701	ADMINISTRATION EQUIPMENT	5,000.00	5,000.00	0.00	378.99	4,621.01	7.58	0.00	0.00
---	FISCAL SERVICES	530,738.00	530,738.00	249,430.03	3,399.57	277,908.40	47.64	43,008.20	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72520	HUMAN SERVICES/PERSONNEL								
105	SUPERVISOR/DIRECTOR	96,383.00	96,383.00	40,159.45	0.00	56,223.55	41.67	8,031.89	0.00
162	CLERICAL PERSONNEL	61,460.00	61,460.00	25,608.35	0.00	35,851.65	41.67	5,121.67	0.00
186	LONGEVITY PAY	1,500.00	1,500.00	1,500.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	9,879.00	9,879.00	3,920.02	0.00	5,958.98	39.68	764.06	0.00
204	PENSIONS	11,951.00	11,951.00	5,045.10	0.00	6,905.90	42.21	986.52	0.00
207	MEDICAL INSURANCE	34,952.00	34,952.00	14,093.40	0.00	20,858.60	40.32	2,818.68	0.00
208	DENTAL INSURANCE	109.00	109.00	45.60	0.00	63.40	41.83	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	2,310.00	2,310.00	916.79	0.00	1,393.21	39.69	178.69	0.00
355	TRAVEL	750.00	750.00	114.57	0.00	635.43	15.28	0.00	0.00
435	OFFICE SUPPLIES	2,000.00	2,000.00	367.40	0.00	1,632.60	18.37	0.00	500.00
499	OTHER SUPPLIES AND MATERIALS	2,000.00	2,000.00	254.78	0.00	1,745.22	12.74	0.00	338.46
524	STAFF DEVELOPMENT	1,500.00	1,500.00	283.60	0.00	1,216.40	18.91	183.60	0.00
599	OTHER CHARGES	9,800.00	9,800.00	2,824.00	0.00	6,976.00	28.82	141.00	2,232.00
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	236,657.00	236,657.00	95,133.06	0.00	141,523.94	40.20	18,235.23	3,070.46

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72610	OPERATION OF PLANT								
105	SUPERVISOR/DIRECTOR	1,296,891.00	1,296,891.00	0.00	0.00	1,296,891.00	0.00	0.00	0.00
166	CUSTODIAL PERSONNEL	0.00	0.00	512,788.16	0.00	-512,788.16	0.00	105,454.85	0.00
186	LONGEVITY PAY	22,050.00	22,050.00	17,500.00	0.00	4,550.00	79.37	0.00	0.00
201	SOCIAL SECURITY	81,774.00	81,774.00	29,257.31	0.00	52,516.69	35.78	5,814.94	0.00
204	PENSIONS	98,921.00	98,921.00	34,493.37	0.00	64,427.63	34.87	6,997.58	0.00
207	MEDICAL INSURANCE	387,921.00	387,921.00	146,897.55	0.00	241,023.45	37.87	29,019.29	0.00
208	DENTAL INSURANCE	1,044.00	1,044.00	405.84	0.00	638.16	38.87	77.52	0.00
210	UNEMPLOYMENT COMPENSATION	1,260.00	1,260.00	123.38	0.00	1,136.62	9.79	17.34	0.00
212	EMPLOYER MEDICARE	19,125.00	19,125.00	7,124.34	0.00	12,000.66	37.25	1,417.11	0.00
359	DISPOSAL FEES	109,524.00	109,524.00	29,992.18	0.00	79,531.82	27.38	0.00	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	67,472.02	52,634.96	49,893.02	70.65	16,533.40	9,349.14
415	ELECTRICITY	1,245,000.00	1,245,000.00	517,423.17	0.00	727,576.83	41.56	87,677.46	0.00
434	NATURAL GAS	115,000.00	115,000.00	16,741.46	0.00	98,258.54	14.56	10,209.62	0.00
454	WATER AND SEWER	190,500.00	190,500.00	96,327.42	0.00	94,172.58	50.57	23,465.28	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	10,719.00	10,719.00	9,693.00	0.00	1,026.00	90.43	0.00	0.00
502	BUILDING AND CONTENTS INSURANC	420,794.00	420,794.00	407,701.00	0.00	13,093.00	96.89	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
720	PLANT OPERATION EQUIPMENT	5,000.00	5,000.00	2,864.33	646.00	1,489.67	70.21	0.00	2,194.43
---	OPERATION OF PLANT	4,189,523.00	4,189,523.00	1,896,804.53	53,280.96	2,239,437.51	46.55	286,684.39	11,543.57

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72620	MAINTENANCE OF PLANT								
105	SUPERVISOR/DIRECTOR	96,383.00	96,383.00	40,159.45	0.00	56,223.55	41.67	8,031.89	0.00
162	CLERICAL PERSONNEL	42,140.00	42,140.00	17,558.35	0.00	24,581.65	41.67	3,511.67	0.00
167	MAINTENANCE PERSONNEL	659,672.00	659,672.00	262,607.76	0.00	397,064.24	39.81	53,775.89	0.00
186	LONGEVITY PAY	8,000.00	8,000.00	7,275.00	0.00	725.00	90.94	0.00	0.00
189	OTHER SALARIES & WAGES	41,500.00	41,500.00	0.00	0.00	41,500.00	0.00	0.00	0.00
201	SOCIAL SECURITY	52,557.00	52,557.00	19,183.25	0.00	33,373.75	36.50	3,796.58	0.00
204	PENSIONS	63,577.00	63,577.00	23,550.32	0.00	40,026.68	37.04	4,696.08	0.00
207	MEDICAL INSURANCE	150,958.00	150,958.00	67,378.57	0.00	83,579.43	44.63	13,801.24	0.00
208	DENTAL INSURANCE	492.00	492.00	200.64	0.00	291.36	40.78	41.04	0.00
210	UNEMPLOYMENT COMPENSATION	336.00	336.00	21.00	0.00	315.00	6.25	0.00	0.00
212	EMPLOYER MEDICARE	12,292.00	12,292.00	4,486.37	0.00	7,805.63	36.50	887.91	0.00
217	RETIREMENT-HYBRID STABILIZATIO	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00
307	COMMUNICATION	3,500.00	3,500.00	1,930.14	0.00	1,569.86	55.15	385.00	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	274,085.79	94,247.61	-58,333.40	118.82	11,254.51	42,051.90
336	MAINTENANCE AND REPAIR SERVICE	240,000.00	240,000.00	6,901.78	12,285.39	220,812.83	7.99	0.00	1,940.30
355	TRAVEL	500.00	500.00	-29,362.50	0.00	29,862.50	-5,872.50	-29,362.50	0.00
399	OTHER CONTRACTED SERVICES	260,243.00	260,243.00	231,610.94	46,501.24	-17,869.18	106.87	31,840.76	99,616.05
499	OTHER SUPPLIES AND MATERIALS	1,000.00	1,000.00	1,869.28	2,764.48	-3,633.76	463.38	0.00	1,308.16
524	STAFF DEVELOPMENT	1,000.00	1,000.00	148.05	0.00	851.95	14.81	0.00	0.00
599	OTHER CHARGES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	0.00	0.00
717	MAINTENANCE EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00
790	OTHER EQUIPMENT	0.00	126,056.88	29,692.00	0.00	96,364.88	23.55	29,692.00	0.00
---	MAINTENANCE OF PLANT	1,953,550.00	2,079,606.88	959,771.19	155,798.72	964,036.97	53.64	132,352.07	144,916.41

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72710	TRANSPORTATION								
105	SUPERVISOR/DIRECTOR	96,383.00	96,383.00	40,159.45	0.00	56,223.55	41.67	8,031.89	0.00
142	MECHANIC(S)	159,538.00	159,538.00	66,079.11	0.00	93,458.89	41.42	15,738.58	0.00
146	BUS DRIVERS	1,031,252.00	1,031,252.00	359,716.89	0.00	671,535.11	34.88	93,646.65	0.00
162	CLERICAL PERSONNEL	42,140.00	42,140.00	16,883.35	0.00	25,256.65	40.06	3,376.67	0.00
186	LONGEVITY PAY	25,375.00	25,375.00	25,675.00	0.00	-300.00	101.18	0.00	0.00
189	OTHER SALARIES & WAGES	101,356.00	101,356.00	30,401.72	0.00	70,954.28	29.99	6,780.43	0.00
201	SOCIAL SECURITY	90,275.00	90,275.00	29,249.65	0.00	61,025.35	32.40	6,889.75	0.00
204	PENSIONS	108,105.00	108,105.00	37,608.19	0.00	70,496.81	34.79	8,878.19	0.00
207	MEDICAL INSURANCE	545,724.00	545,724.00	190,352.55	0.00	355,371.45	34.88	46,591.10	0.00
208	DENTAL INSURANCE	1,860.00	1,860.00	620.56	0.00	1,239.44	33.36	151.72	0.00
210	UNEMPLOYMENT COMPENSATION	1,386.00	1,386.00	85.86	0.00	1,300.14	6.19	15.92	0.00
212	EMPLOYER MEDICARE	21,113.00	21,113.00	7,086.30	0.00	14,026.70	33.56	1,659.59	0.00
307	COMMUNICATION	2,000.00	2,000.00	637.49	0.00	1,362.51	31.87	123.15	0.00
340	MEDICAL AND DENTAL SERVICES	8,000.00	8,000.00	3,320.00	1,800.00	2,880.00	64.00	100.00	0.00
355	TRAVEL	500.00	500.00	0.00	0.00	500.00	0.00	0.00	0.00
399	OTHER CONTRACTED SERVICES	31,000.00	31,000.00	38,877.79	0.00	-7,877.79	125.41	483.33	0.00
412	DIESEL FUEL	250,000.00	250,000.00	102,564.47	24,197.68	123,237.85	50.70	27,621.60	78,791.74
425	GASOLINE	65,000.00	65,000.00	34,311.28	25,533.31	5,155.41	92.07	4,466.69	15,000.00
450	TIRES AND TUBES	30,000.00	30,000.00	16,125.96	7,012.52	6,861.52	77.13	149.00	15,072.64
453	VEHICLE PARTS	70,000.00	70,000.00	30,542.08	32,242.18	7,215.74	89.69	8,918.55	15,258.35
511	VEHICLE AND EQUIPMENT INSURANC	96,850.00	96,850.00	93,836.00	0.00	3,014.00	96.89	0.00	0.00
524	STAFF DEVELOPMENT	1,000.00	1,000.00	875.00	0.00	125.00	87.50	0.00	1,175.00
599	OTHER CHARGES	27,200.00	27,200.00	15,435.42	4,743.25	7,021.33	74.19	1,250.71	22,747.23
729	TRANSPORTATION EQUIPMENT	5,000.00	5,000.00	800.00	0.00	4,200.00	16.00	0.00	0.00
---	TRANSPORTATION	2,811,057.00	2,811,057.00	1,141,244.12	95,528.94	1,574,283.94	44.00	234,873.52	148,044.96

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
72810	CENTRAL AND OTHER								
162	CLERICAL PERSONNEL	43,820.00	43,820.00	18,258.35	0.00	25,561.65	41.67	3,651.67	0.00
186	LONGEVITY PAY	600.00	600.00	600.00	0.00	0.00	100.00	0.00	0.00
201	SOCIAL SECURITY	2,754.00	2,754.00	1,086.05	0.00	1,667.95	39.44	209.15	0.00
204	PENSIONS	3,332.00	3,332.00	1,414.40	0.00	1,917.60	42.45	273.88	0.00
206	LIFE INSURANCE	19,000.00	19,000.00	4,467.36	0.00	14,532.64	23.51	1,492.20	0.00
207	MEDICAL INSURANCE	146,650.00	146,650.00	50,238.50	0.00	96,411.50	34.26	12,963.29	0.00
210	UNEMPLOYMENT COMPENSATION	21.00	21.00	0.00	0.00	21.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	644.00	644.00	253.99	0.00	390.01	39.44	48.91	0.00
299	OTHER FRINGE BENEFITS	70,000.00	70,000.00	25,061.32	0.00	44,938.68	35.80	6,265.33	0.00
307	COMMUNICATION	13,000.00	13,000.00	740.44	0.00	12,259.56	5.70	9.14	0.00
348	POSTAL CHARGES	10,000.00	10,000.00	3,999.34	0.00	6,000.66	39.99	23.15	0.00
435	OFFICE SUPPLIES	5,000.00	5,000.00	1,070.47	24.20	3,905.33	21.89	0.00	0.00
599	OTHER CHARGES	15,000.00	15,000.00	8,004.03	25.00	6,970.97	53.53	249.29	0.00
---	CENTRAL AND OTHER	329,821.00	329,821.00	115,194.25	49.20	214,577.55	34.94	25,186.01	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November Monthly Activity	2025-26 Enc Carry Forward	2025-26
141	GENERAL PURPOSE SCHOOL									
73100	FOOD SERVICE									
105	SUPERVISOR/DIRECTOR	0.00	0.00	750.00	0.00	-750.00	0.00	0.00	0.00	0.00
201	SOCIAL SECURITY	0.00	0.00	46.50	0.00	-46.50	0.00	0.00	0.00	0.00
204	PENSIONS	0.00	0.00	56.25	0.00	-56.25	0.00	0.00	0.00	0.00
212	EMPLOYER MEDICARE	0.00	0.00	10.87	0.00	-10.87	0.00	0.00	0.00	0.00
---	FOOD SERVICE	0.00	0.00	863.62	0.00	-863.62	0.00	0.00	0.00	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73300	COMMUNITY SERVICES								
105	SUPERVISOR/DIRECTOR	0.00	24,270.00	8,139.18	0.00	16,130.82	33.54	2,576.67	0.00
116	TEACHERS	0.00	38,750.00	10,691.75	0.00	28,058.25	27.59	3,962.50	0.00
163	EDUCATIONAL ASSISTANTS	0.00	1,241.60	72.27	0.00	1,169.33	5.82	0.00	0.00
201	SOCIAL SECURITY	0.00	3,984.18	1,112.83	0.00	2,871.35	27.93	384.16	0.00
204	PENSIONS	0.00	4,819.58	1,259.04	0.00	3,560.54	26.12	437.56	0.00
212	EMPLOYER MEDICARE	0.00	931.78	260.24	0.00	671.54	27.93	89.83	0.00
217	RETIREMENT-HYBRID STABILIZATIO	0.00	0.00	76.01	0.00	-76.01	0.00	27.42	0.00
399	OTHER CONTRACTED SERVICES	0.00	0.00	50.00	0.00	-50.00	0.00	50.00	0.00
422	FOOD SUPPLIES	0.00	7,500.00	0.00	0.00	7,500.00	0.00	0.00	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	0.00	1,502.86	220.22	0.00	1,282.64	14.65	0.00	183.92
599	OTHER CHARGES	0.00	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
---	COMMUNITY SERVICES	0.00	85,000.00	21,881.54	0.00	63,118.46	25.74	7,528.14	183.92

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
73400	EARLY CHILDHOOD EDUCATION								
116	TEACHERS	119,324.00	119,324.00	46,790.72	0.00	72,533.28	39.21	11,630.18	0.00
163	EDUCATIONAL ASSISTANTS	37,948.00	37,948.00	13,009.36	0.00	24,938.64	34.28	3,162.34	0.00
186	LONGEVITY PAY	350.00	350.00	350.00	0.00	0.00	100.00	0.00	0.00
198	NON-CERTIFIED SUBSTITUTE TEACH	1,500.00	1,500.00	455.00	0.00	1,045.00	30.33	90.00	0.00
201	SOCIAL SECURITY	9,866.00	9,866.00	3,513.78	0.00	6,352.22	35.62	863.75	0.00
204	PENSIONS	9,757.00	9,757.00	3,785.69	0.00	5,971.31	38.80	908.24	0.00
207	MEDICAL INSURANCE	33,017.00	33,017.00	13,157.16	0.00	19,859.84	39.85	3,289.29	0.00
208	DENTAL INSURANCE	164.00	164.00	72.96	0.00	91.04	44.49	18.24	0.00
210	UNEMPLOYMENT COMPENSATION	105.00	105.00	0.83	0.00	104.17	0.79	0.27	0.00
212	EMPLOYER MEDICARE	2,307.00	2,307.00	823.09	0.00	1,483.91	35.68	202.01	0.00
429	INSTRUCTIONAL SUPPLIES AND MAT	2,800.00	2,800.00	797.44	0.00	2,002.56	28.48	0.00	0.00
524	STAFF DEVELOPMENT	1,500.00	1,500.00	4,570.00	0.00	-3,070.00	304.67	0.00	0.00
---	EARLY CHILDHOOD EDUCATION	218,638.00	218,638.00	87,326.03	0.00	131,311.97	39.94	20,164.32	0.00

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
76100	REGULAR CAPITAL OUTLAY								
706		0.00	1,579,984.20	43,881.50	1,496,102.70	40,000.00	97.47	30,260.50	35,085.93
707	BUILDING IMPROVEMENTS	0.00	279,454.48	0.00	219,454.48	60,000.00	78.53	0.00	0.00
790	OTHER EQUIPMENT	0.00	40,000.00	0.00	0.00	40,000.00	0.00	0.00	0.00
799	OTHER CAPITAL OUTLAY	250,000.00	3,250,000.00	526,240.34	522,888.65	2,200,871.01	32.28	110,851.12	1,039,976.63
---	REGULAR CAPITAL OUTLAY	250,000.00	5,149,438.68	570,121.84	2,238,445.83	2,340,871.01	54.54	141,111.62	1,075,062.56

Obj	Obj	2025-26 Original Budget	2025-26 Revised Budget	2025-26 FYTD Activity	Encumbered Amount	2025-26 FYTD Unencumbered Bal	2025-26 FYTD %	November 2025-26 Monthly Activity	2025-26 Enc Carry Forward
141	GENERAL PURPOSE SCHOOL								
99100									
590	TRANSFERS TO OTHER FUNDS	215,000.00	215,000.00	0.00	0.00	215,000.00	0.00	0.00	0.00
---		215,000.00	215,000.00	0.00	0.00	215,000.00	0.00	0.00	0.00
---	GENERAL PURPOSE SCHOOL	56,751,470.00	63,689,134.28	23,115,481.84	2,713,502.55	37,860,149.89	40.55	4,624,410.23	1,974,457.40

<u>Obj</u>	<u>Obj</u>	<u>2025-26</u> <u>Original Budget</u>	<u>2025-26 Revised</u> <u>Budget</u>	<u>2025-26</u> <u>FYTD Activity</u>	<u>Encumbered</u> <u>Amount</u>	<u>2025-26 FYTD</u> <u>Unencumbered Bal</u>	<u>2025-26</u> <u>FYTD %</u>	<u>November</u> <u>Monthly Activity</u>	<u>2025-26</u> <u>Enc Carry Forward</u>	<u>2025-26</u> <u>Enc Carry Forward</u>
	Grand Expense Totals	56,751,470.00	63,689,134.28	23,115,481.84	2,713,502.55	37,860,149.89	40.55	4,624,410.23		1,974,457.40

Number of Accounts: 627

\*\*\*\*\* 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



Linking Learning to Life

# Travel Request

Organization: Spot Lowe

Destination MRH, Columbia, TN

Date of Trip 1/29/26

Purpose of Trip Tour hospitals, Internship opportunities

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):

List will be provided

HOSA Students

(Use back if more space is needed)

School System Participants (please print):

Lynda Skillington

(Use back if more space is needed)

Volunteer Participants (please print):

(Use back if more space is needed)

Have the Volunteer Participants been fingerprinted?  Yes  No

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

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

Travel Requested by Lynda Skillington  
Teacher/Sponsor

Date: 1/5/26

Approved by: Frank Magrawe  
Principal

Date: 1/5/26

Approved by: [Signature]  
Director of Schools

Date: 1/5/26



# Travel Request

Organization FFA Destination Lebanon, TN

Date of Trip 01/16/2026 Purpose of Trip Pick TN Agriculture Conference

Mode of Transportation: Spot Lowe 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>Ethan Woodard</u>	<u>Kailee Beck</u>	<u>Grayson Blackwell</u>
<u>Easton Crabtree</u>	<u>Owen Wertz</u>	<u>Brenen Lindblom</u>
<u>Brayden Heiser</u>	<u>Walker Cheatham</u>	
<u>Carley Black</u>	<u>Benjamin Heiser</u>	

(Use back if more space is needed)

School System Participants (please print):

Julie Giles

(Use back if more space is needed)

Volunteer Participants (please print):

\_\_\_\_\_

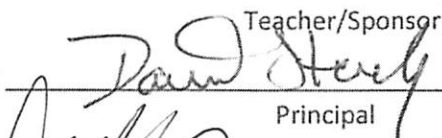
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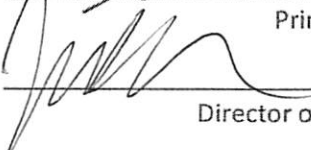
Have the Volunteer Participants been fingerprinted?  Yes  No

(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: Julie Giles Date: 01/05/2026

Approved by:  Date: 1/5/26  
Teacher/Sponsor  
Principal

Approved by:  Date: 1/5/26  
Director of Schools



# Travel Request

Organization 2026 Prom Committee Destination The Fly Farm-Verona Caney Rd

Date of Trip 12-18-25 7:30-9:30 am Purpose of Trip Prom Planning

Mode of Transportation: Cars - Students will drive to location

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):

Prom Committee Members

Millie Swift Emery Medina Maggie Mesler

Harper Hall Sadie Smith Taylor Moreland

Elie Walker Cloie Smith Sienna Borba

(Use back if more space is needed)

School System Participants (please print):

Shanna Swift

(Use back if more space is needed)

Volunteer Participants (please print):

N/A

(Use back if more space is needed)

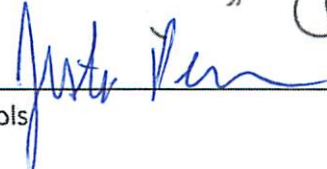
Have the Volunteer Participants been fingerprinted?  Yes  No

(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: \_\_\_\_\_ Date: 12/11/25  
Teacher/Sponsor

Approved by: \_\_\_\_\_ Date: 12/15/25  
Principal 

Approved by: \_\_\_\_\_ Date: 12/15/25  
Director of Schools 

Field Trip Form

Track

Directions: Complete all bold-face items on a hard copy.

Activity: Prom Committee Planning Date: 12-18-25

Time/Length of Trip: 7:30-9:30 am

Grade/Club responsible for activity: Junior Sponsors

Adult(s) responsible for chaperoning entire activity (including setup and clean up):

S. Swift

Short description of activity:

Meeting at prom location to plan decorations.  
-The Fly Farm, Lewisburg, TN

Travel Money/Cash Needed: (check one)  YES or  NO If yes, amount \_\_\_\_\_

Adult in Charge of Money: \_\_\_\_\_

Transportation Needed: (check one)  YES or  NO If yes, bus/vans/both \_\_\_\_\_

Adult in Charge of Transportation: \_\_\_\_\_ Students will drive

School Nurse Needed on the trip: (check one)  YES or  NO

If no, adult in Charge of Emergencies: \_\_\_\_\_

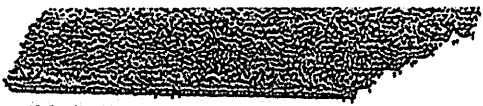
Date Submitted: 12/15/25 Adult Chaperone Signature: Shanne Swift

Date Approved: 12/16/25 Administrator Approval: [Signature]

Keep a copy of this proposal for your records. A copy will be provided to you once it is approved and a copy with administrator approval will be provided to the bookkeeper for support.

Things that must be completed before confirming plans and/or before you leave campus the day of:

1. This form must be completed and signed off on.
2. Transportation and Travel Forms must be completed and approved by admin.
3. Adult in charge of \$ needs to meet with Mrs Ring at least 2 weeks prior to the trip.
4. A list of students going needs to be sent out to faculty, all admin, Mrs Ballard, and Mrs Holton.
5. A list of students not going needs to be sent out to faculty, all admin, Mrs Ballard, and Mrs Holton along with plans for who is staying with them and where they will be. This applies more to grade level trips.
6. A paper copy of the the lists in #4 and #5 need to be turned into Mrs Ballard the morning of the trip before leaving campus.



Linking Learning to Life

# Travel Request

Organization 5<sup>th</sup> grade SMAK Destination Pigeon Forge

Date of Trip 3.20.26 Purpose of Trip end of year reward

Mode of Transportation: charter bus - Gray Line Tennessee

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):

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

School System Participants (please print):

Tara Stacey Shawn Rollins  
Jaime Morgan Karen Bruce  
(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: Isaac Stacey Date: 12.9.25  
Teacher/Sponsor

Approved by: Robert J. Reason Date: 12.9.25  
Principal

Approved by: [Signature] Date: 12/9/25  
Director of Schools



# Travel Request

Organization Leo Club Destination TN school for the Blind

Date of Trip 12-12-2025 Purpose of Trip Annual Christmas Program to Present \$1,000

Mode of Transportation: 1 Van

Is school system transportation/personnel required?  Yes  No

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

Student Participants (please print):

5 Senior Leo members, to be determined.

(Use back if more space is needed)

School System Participants (please print):

Horrie Clark

(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) N/A

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

Travel Requested by: Horrie Clark Date: 11-7-2025  
Teacher/Sponsor

Approved by: [Signature] Date: 11/10/25  
Principal

Approved by: [Signature] Date: 12/9/25  
Director of Schools

# Travel Request

Organization 6th grade Destination Tenn Pin Alley

Date of Trip 3-20-26 Purpose of Trip Behavior Reward 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):

6th graders  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Use back if more space is needed)

School System Participants (please print):

Ellis Sass Eddo Gray  
Bishop Purchase Harmon  
(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: Chloe Bishop Date: 1-7-26  
Teacher/Sponsor

Approved by: Robert G. Reasonover Date: 1-7-26  
Principal

Approved by: [Signature] Date: 1/8/26  
Director of Schools

# Travel Request

Organization 6th grade SMAK Destination Holiday World

Date of Trip 5-13-26 Purpose of Trip reward trip

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):

6th grade Smak Members  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Use back if more space is needed)

School System Participants (please print):

Eddie Ellis  
Bishop Gray  
\_\_\_\_\_  
\_\_\_\_\_

(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: Chloe Bishop Date: 1-7-26  
Teacher/Sponsor

Approved by: Robert G. Reasonover Date: 1-7-26  
Principal

Approved by: [Signature] Date: 1/8/26  
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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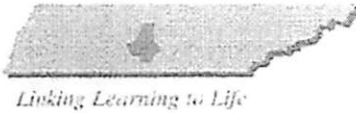
Legal References

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 FORKLUST HIGH SCHOOL  
(SCHOOL)

Area/Room of the building requested MAIN / MIX GYM

Name/Type of event to be held JK PRO BASKETBALL

Date of the event NOV 1<sup>st</sup> - APRIL 1<sup>st</sup> Time 3:00 - 9:00 P.M.

Organization/Person requesting use JESSICA EZELL

Name of insurance company LOOMIS & LAPANNI Amount of coverage 1,000,000  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building JESSICA EZELL

Address 3565 WARNEK RD Phone 637-7393 Cell 637-7393

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 10/31/25

Signature of principal [Signature] Date 10/30/25

Signature of Director of Schools for approval [Signature] Date 12/9/25

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.



REQUEST FOR USE OF Forrest  
(SCHOOL)

Area/Room of the building requested Aux Gym

Name/Type of event to be held Alumni Trivia Night

Date of the event Jan 23 - Jan 24, 2026 Time 1:00 pm - 11:00 pm  
1/23 - 1/24

Organization/Person requesting use Forrest Alumni Association

Name of insurance company Collins & Miller Amount of coverage 1,000,000

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

Contact person for organization using building Kelly Terik

Address \_\_\_\_\_ Phone \_\_\_\_\_ Cell 931-308-0546

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 Kelly Terik Date 1/5/26

Signature of principal \_\_\_\_\_ Date 1/5/26

Signature of Director of Schools for approval \_\_\_\_\_ Date 1/6/26

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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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.
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Linking Learning to Life

REQUEST FOR USE OF Forrest  
(SCHOOL)

Area/Room of the building requested Aux Gym

Name/Type of event to be held Mother Son Dance

Date of the event 2/7/26 Time 7pm-9pm

Organization/Person requesting use Kendra Burkett - FHS cheer

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

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

Contact person for organization using building Kendra Burkett

Address 1606 Christi Ave Phone 931-627-2344 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 Kendra Burkett

Signature of principal [Signature]

Signature of Director of Schools for approval [Signature]

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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11. School facilities may not be used for religious purposes on a permanent basis (over 6 months).



REQUEST FOR USE OF Forrest  
(SCHOOL)

Area/Room of the building requested Aux Gym

Name/Type of event to be held Minnie Cheer Camp

Date of the event 1/24/26 (1-31-26) <sup>If we have</sup> ~~Time~~ <sup>we will be</sup>  
<sub>because of</sub> 7am - 12pm <sup>out by 12</sup>  
<sub>weather.</sub> 1-5 pm

Organization/Person requesting use FHS Cheer

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

Contact person for organization using building Kendra Burkett

Address 1606 Christi Ave. Phone 931-627-2344 Cell \_\_\_\_\_

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Signature of person requesting use Kendra Burkett

Signature of principal \_\_\_\_\_

Signature of Director of Schools for approval \_\_\_\_\_

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REQUEST FOR USE OF Lms  
(SCHOOL)

Area/Room of the building requested Lms- Softball field / old baseball field

Name/Type of event to be held 8u baseball practice

Date of the event March 3rd - NOV 2024 Tues & Thurs Time 5:00 - 7:30 2x's

Organization/Person requesting use Amanda Roberts / Matthew Cashion <sup>a week</sup>

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

Contact person for organization using building Amanda Roberts / Matthew Cashion \*Minimum coverage of \$1,000,000 required

Address 500 Tiger Blvd Lewisburg Phone 359-1265 Cell 931-492-6052  
931-224-5815

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 Amanda Roberts Date 1/7/2026

Signature of principal [Signature] Date 1/7/2026

Signature of Director of Schools for approval [Signature] Date 1/7/26

MARSHALL COUNTY BOARD OF EDUCATION POLICY

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REQUEST FOR USE OF MCHS  
(SCHOOL)

Area/Room of the building requested MCHS Gym

Name/Type of event to be held Individual Skills Basketball Camp

Date of the event 12/21 - 12/23 Time Sunday 1-4 Monday/Tuesday 8:30-11:30

Organization/Person requesting use Kelsey Keiler - Tigertette assistant coach

Name of insurance company NA Amount of coverage NA  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Kelsey Keiler

Address \_\_\_\_\_ Phone Ø Cell 931 993 4074

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 Kelsey Keiler Date 12/9/25

Signature of principal David Stealy Date 12/9/25

Signature of Director of Schools for approval [Signature] Date 12/9/25

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REQUEST FOR USE OF MCHS Baseball facility  
(SCHOOL)

Area/Room of building requested MCHS Baseball facility  
 Name/Type of event to be held 8U baseball practice / on rain/cold days  
 Date of the event Jan 18 - Feb 28<sup>th</sup> Sunday's only Time 1 - 4 pm.  
 Organization/Person requesting use Amanda Roberts / Matthew Cashion  
 Name of insurance company Chappel Insurance Amount of coverage 2,000,000  
Minimum coverage of \$1,000,000 required  
 Contact person for organization using building Amanda Roberts / Matthew Cashion  
 Address 500 Figer Blvd. Lewisburg Phone 359-1245 Cell 931-492-0052  
931-224-5815

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 Amanda Roberts Date 1/7/2026  
 Signature of principal David Speely Date 1/8/26  
 Signature of Director of Schools for approval [Signature] Date 1/8/26

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

Area/Room of the building requested CVHS Spencer Mitchell Bldg and Softball Field

Name/Type of event to be held Marshall County Monarchs Baseball Practice

Date of the event Wed (5-7pm) / Sat/ Sun. (1-3 PM or 5-7 PM) Time \_\_\_\_\_

Organization/Person requesting use Chris Spivy or Chuck Grooms

Name of insurance company Chappelle Insurance Amount of coverage \$2,000,000

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

Address \_\_\_\_\_ Phone 931-309-0320 Cell 931-981-0246

**RESPONSIBILITY OF PERSON REQUESTING USE**

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

Signature of person requesting use Chris Spivy Digitally signed by Chris Spivy Date: 2026.01.08 13:09:18 -06'00' Date 01/07/26

Signature of principal \_\_\_\_\_ Date 1/7/26

Signature of Director of Schools for approval \_\_\_\_\_ Date 1/8/26

**MARSHALL COUNTY BOARD OF EDUCATION POLICY**

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REQUEST FOR USE OF Cornersville High School  
(SCHOOL)

Area/Room of the building requested Spencer Mitchell Building / Softball field  
Name/Type of event to be held 3rd / 4th Grade Travel Ball Practice (all CES kids)  
Date of the event Dec ~~2025~~ - Dec 2026 Time When Available  
Organization/Person requesting use Eric Crabtree  
Name of insurance company Chappell Insurance Amount of coverage \$1,000,000  
\*Minimum coverage of \$1,000,000 required  
Contact person for organization using building Eric Crabtree  
Address 333 Beechcrest Circle Phone 931-619-6157 Cell 931-619-6157  
Lewisburg TN 37091

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 Eric Crabtree Date 12/8/25  
Signature of principal [Signature] Date 12/8/25  
Signature of Director of Schools for approval [Signature] Date 12/8/25

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REQUEST FOR USE OF Cornersville High School  
(SCHOOL)

Area/Room of the building requested Auditorium

Name/Type of event to be held Miss TN Mistletoe - Miss Marshall County Fundraiser

Date of the event 12/14/2025 Time 11am -3pm

Organization/Person requesting use Lauren Bivins

Name of insurance company Eventsured Amount of coverage \$1,000,000/2,000,000  
\*Minimum coverage of \$1,000,000 required

Contact person for organization using building Lauren Bivins

Address 107 Amy Dr Pulaski, TN 38478 Phone \_\_\_\_\_ Cell 931-638-1309

RESPONSIBILITY OF PERSON REQUESTING USE

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Signature of person requesting use Lauren Bivins Date 12/5/2025

Signature of principal [Signature] Date 12/5/25

Signature of Director of Schools for approval [Signature] Date 12/9/25

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