

Regular Board Meeting

July 10, 2023 6:00 PM

MCBOE

1. Agenda	Julie Keny Cathey
2. Citizen to address the Board	
3. Committee Reports/Schedule Committee Meetings	
1. Policy Committee - July 10, 2023	Andy Woodard, Jacob Sorrells
4. Consent Agenda	
1. Minutes	
2. Personnel Hearing Officers	
3. Student Disciplinary Hearing Authority (SDHA)	
5. Memorandum of Understanding with Marshall County Sheriff's Department	Jacob Sorrells, Chris Lowe
6. 2023-2024 Supplements List	Jacob Sorrells, Chris Lowe
7. Innovative School Models Grant and Spot Lowe Construction	Jacob Sorrells, Chris Lowe
8. Resolutions	Jacob Sorrells, Chris Lowe
9. New Business	
10. Director's Report	Jacob Sorrells
11. Adjourn	Julie Keny Cathey
12. FYI	
1. Approved Fundraisers	
2. Fundraisers 2022-2023 (final numbers)	
3. Bullying Complaint Report	
4. Monthly Financial Report	
5. Use of Facility	
6. Thank you note	

Marshall County Board of Education

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

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

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

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

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

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

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

CONSENT AGENDA

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

Marshall County Board of Education

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

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

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

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

Committees for 2022-2023

September 12, 2022

Executive Committee

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

Policy

*Andy Woodard

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

Budget/Education

* Kristen Gold

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

Curriculum/Instruction

(Includes Technology & Attendance)

*Julie Keny Cathey

Susan Hunter

Harvey Jones

Kristen Gold

Heidi McElhaney

William Bell

Patty Hill

Acquisition/Maintenance/Transportation

*Harvey Jones

John Daniel Allen

Andy Woodard

Safety Committee

*John Daniel Allen & Julie Keny Cathey
The entire board will make up the safety
committee.

Five-Year Strategic Plan

*Kristen Gold

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

***Chairman of Committee**

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

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Board Members Legal Status	Descriptor Code: 1.102	Issued Date: 07/11/22
		Rescinds: 1.102	Issued: 05/09/22

1 The legal status of board members shall be as follows:

2 **NUMBER¹**

3 The Board is composed of nine (9) members.

4 **QUALIFICATIONS**

5 Members of the Board shall be residents from districts of substantially equal population, and shall be
6 citizens of recognized integrity, intelligence, and ability to administer the duties of the office.^{1,2} To
7 qualify as a candidate, an individual must show proof of graduation from high school or receipt of a
8 ~~G.E.D. or HiSET~~ **high school equivalency credential approved by the State Board of Education,**^{3, 2} Being
9 a qualified voter and resident in the county for one (1) year prior to the qualifying deadline for running
10 as a candidate.^{4,1}

11 ~~No member of the county legislative body nor any other county governmental official shall be eligible~~
12 ~~for election as a member of the county Board of Education.~~⁵ **Members of the county legislative body and**
13 **other county government officials shall not be eligible for election as members of the county Board of**
14 **Eduction.** ³

15 **TERMS OF OFFICE**

16 Members of the Board shall serve four (4) year terms.¹

17 **VACANCIES**

18 Vacancies shall be declared to exist on account of death, resignation, removal ~~from the district which~~
19 ~~elected him, removal from the school system,~~ or through due process proceedings.⁶⁻⁴

20 When a vacancy occurs, the unexpired term shall be filled at the next regular or special meeting of the
21 local legislative body.^{7, 5} Such appointment shall continue until the next regular election.

Legal References:

1. TCA 49-2-201(a)(1)
TCA 49-2-202(a)(1)
2. TCA 49-2-202(a)(4); **Public Acts of 2023, Chapter No. 114**
~~Public Acts of 2022, Chapter No. 809~~
3. TCA 49-2-202(a)(2)

4. TCA 8-47-101; TCA 49-1-611; TCA 49-2-202(e)(2);
Tenn. Att'y Gen. Op. No. 21-14 (September 1, 2021)
5. TCA 49-2-202(e)(1)

Marshall County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Code of Ethics	Descriptor Code: 1.106	Issued Date: 07/10/23
		Rescinds: 1.106	Issued: 11/13/08

1 *General*¹

2 Board members and school district employees may not accept, directly or indirectly, any gift, money,
3 gratuity, consideration, or favor that a reasonable person would understand was intended to influence
4 the vote, official action, or judgment of the board member or employee in executing decisions
5 affecting the school district. It is also prohibited for a board member's or an employee's spouse or
6 child living in the same household to accept such items.

7 It shall not be considered a violation of this policy for a board member or employee to receive
8 entertainment, food, refreshments, meals, health screenings, amenities, food, or beverages that are
9 provided in connection with a conference sponsored by an established or recognized statewide
10 association of school board officials or by an umbrella or affiliate organization of such statewide
11 association of school board officials.

12 **ETHICS COMPLAINTS**

13 The Board may create a School District Ethics Committee (Ethics Committee), consisting of three (3)
14 members who will be appointed to one-year terms by the Board Chair with confirmation by the Board.
15 At least two (2) members of the committee shall be members of the Board. The Ethics Committee shall
16 convene as soon as practicable after its appointment and elect a Chair and a Secretary. The records of
17 the Ethics Committee shall be maintained by the Secretary and shall be filed in the Director of
18 Schools' office, where they shall be open to public inspection.

19 Questions and complaints regarding violations of this Code of Ethics shall be directed to the Chair of
20 the Ethics Committee. Complaints shall be in writing, signed by the person making the complaint, and
21 include details as to the facts surrounding the complaint.

22 The Ethics Committee may investigate an ethical complaint received against a board member or
23 employee and make recommendations to cease any activity that, in the Ethics Committee's judgment,
24 constitutes a violation of this Code of Ethics. If a member of the Ethics Committee is the subject of a
25 complaint, the member shall recuse himself/herself from all proceedings involving the complaint.

26 The Ethics Committee may:

- 27 1. Refer the matter to the board attorney;
- 28
- 29 2. In the case of a board member, refer the matter to the Board of Education for possible public
30 censure, if warranted;
- 31

- 1 3. In the case of an employee, refer the matter to the Director of Schools/designee for possible
2 disciplinary action, if warranted; or
3
4 4. In a case involving possible violation of state statutes, refer the matter to the district attorney
5 for possible ouster or criminal prosecution.
6

7 **POINT OF CONTACT ²**

- 8 **The Board Chair shall serve as the point of contact for the Tennessee Ethics Commission. The**
9 **Director of Schools shall provide the contact information to the Commission and ensure that any**
10 **changes are submitted within thirty (30) calendar days.**

Legal References

1. TCA 8-17-103
2. **Public Acts of 2023, Chapter No. 37**

Cross References

Board Member Conflict of Interest 1.107
Duties of Board Members 1.202

NEW POLICY

Marshall County Board of Education

Monitoring: Review: Annually, in July	Descriptor Term: Board Member Compensation	Descriptor Code: 1.206	Issued Date: 07/10/23
		Rescinds:	Issued: 07/10/23

- 1 The compensation of members of the school board shall be included in the district’s annual budget
2 submitted to the county commission.¹
- 3 The School Board Member’s salary will be determined by 4% of the County Mayor’s yearly salary.
4 That figure will be the yearly salary of one School Board Member. That single yearly salary shall then
5 be divided by twelve months to give the monthly salary.
- 6 Any payment for unusual services (e.g., travel expenses to board-related state or national meetings) not
7 covered by this policy shall be covered by the district’s current policies and procedures for such
8 expenses.
- 9 Following state law, School Board Members are eligible for medical insurance. The district’s current
10 employer/employee contribution structure will be used in determining the School Board Members
11 cost share for medical insurance.²

Legal References

1. TCA 49-2-202(d)
2. TCA 8-27-203(3)(a)

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: School Board Meetings	Descriptor Code: 1.400	Issued Date: 01/14/19
		Rescinds: 1.400	Issued: 02/08/16

1 The Board will transact all business at official meetings which may be either regular or special.

2 Every meeting of the board, ~~except with the attorney to discuss pending or threatened litigation, will be~~
3 ~~open to the public.~~ **shall be open to the public, except for those meetings in which the law allows closed**
4 **sessions.**¹ Open meetings will be physically accessible to all students, employees, and interested
5 citizens.³⁻²

6 The Board may restrict the recording of board meetings via camera, camcorder or other photographic
7 equipment when such recording creates a threat to public safety and welfare or impedes the conducting
8 of efficient and orderly public meetings.⁴⁻³

9 **REGULAR MEETINGS**

10 Regular meetings of the Board shall be held each month. The July meeting may be arranged on a date to
11 follow the meeting of the Marshall County commission. All meetings will be advertised to the public.

12 In instances when any regular meeting date falls on a legal holiday, the meeting shall be rescheduled by
13 the chairman.

14 **SPECIAL MEETINGS**

15 The Board shall hold such special meetings as necessary to transact the business of the Board. Such
16 meetings shall be called by the chair whenever, in the chair's judgment, the interests of the schools
17 require it **or when requested to do so by a majority of the Board.**²⁻⁴

18 **Only business related to the call of the meeting and details related to agenda items shall be discussed or**
19 **transacted by the Board at a special meeting.**

20 **ELECTRONIC ATTENDANCE**⁵

21 Absent board members may attend a regular or special meeting by electronic means ~~if the member is~~
22 ~~absent because of work, a family emergency, or the member's military service. If a board member is~~
23 ~~absent due to military service, he/she may participate electronically as often as he/she is able to do so.~~
24 ~~However, a board member may not participate electronically more than two (2) times per year for~~
25 ~~absences due to work and/or family emergencies.~~ **for certain qualifying reasons. The following**
26 **requirements apply to all electronic attendance, regardless of the reason for absence:**

27 **1. A quorum of the Board shall be physically present at the meeting in order for any board**
28 **member to attend electronically;**

2. Any board member wishing to participate electronically shall do so using technology that allows the Chair to visually identify the board member; and
3. The responsibility for the connection lies with the board member wishing to participate electronically. No more than three (3) attempts to connect shall be made unless the Board chooses to make additional attempts.

Work-Related Absence

~~The following requirements apply to electronic attendance due to a work-related absence:~~

- ~~1. The Board member must be absent from the county due to work.~~
- ~~2. The member wishing to participate must give the chair and Director of Schools at least five (5) days' notice prior to the meeting of the member's desire to participate electronically.~~

A board member may attend a meeting by electronic means if out of the county due to work; however, he/she may only participate electronically two (2) times per year for this reason. The board member shall give the Chair and Director of Schools at least five (5) days' notice prior to the meeting of the board member's intention to participate electronically.

Sickness or Period of Convalescence

A board member may attend a meeting by electronic means if sick or in a period of convalescence on the advice of a healthcare professional; however, he/she may only participate electronically three (3) times per year for this reason.

Inclement Weather or Natural Disaster

A board member may attend a meeting by electronic means due to inclement weather or natural disaster if the schools in the school district are closed; however, he/she may only participate electronically three (3) times per year for this reason.

Family Emergency

~~The following requirement applies to electronic attendance due to a family emergency:~~

~~The member must be absent~~

A board member may attend a meeting by electronic means if there is a family emergency that prevents him/her from attending in person. The absence shall be due to the hospitalization of the board member or the death or hospitalization of the member's spouse, father, mother, son, daughter, brother, sister, son-in-law, daughter-in-law, stepson, stepdaughter, father-in-law, mother-in-law, brother-in-law, or sister-in-law. The board member may only participate electronically two (2) times per year for this reason.

Military Service

A board member may attend a meeting by electronic means if out of the county due to military service. The board member may participate electronically as often as he/she is able to do so.

1 *General Requirements*

2 The following requirements apply to all electronic attendance, regardless of the reason for the member's
3 absence:

- 4 ~~1. A quorum of the Board must be physically present at the meeting in order for any member to~~
5 ~~attend electronically.~~
6 ~~2. Any member wishing to participate electronically must do so using technology that allows the~~
7 ~~chair to visually identify the member.~~
8 ~~3. The responsibility for the connection lies with the member wishing to participate electronically.~~
9 ~~No more than three (3) attempts to connect shall be made unless the Board chooses to make~~
10 ~~additional attempts.~~

11

Legal References:

1. TCA 8-44-102; TCA 49-6-804(b)
2. 28 CFR § 36.201(a); **28 CFR** § 36.202
3. Tenn. Atty. Gen. Op. No. 95-126 (**December 28, 1995**)
4. TCA 49-2-202(c)(1)
5. TCA 49-2-203(c); **Public Acts of 2023, Chapter No. 350**

Cross References

School Board Legal Status and Authority 1.100
Section 504 & ADA Grievance Procedures 1.802
Board Committees 1.300
Notification of Meetings 1.402
Appearances Before the Board 1.404

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Notification of Meetings	Descriptor Code: 1.402	Issued Date: 10/12/99
		Rescinds: BC	Issued: 08/13/93

1

2 **NOTIFICATION OF MEETINGS**

3 ~~The Board shall ensure adequate public notice¹ of all regular meetings by publishing a complete schedule~~
4 ~~for the entire school year. This schedule shall be posted in the central office, each school, and on the~~
5 ~~school system's website and sent to the president of the local education association.² Adequate notice of~~
6 ~~meetings¹ in the case of regular meetings shall consist of posting a meeting agenda in the Board/director~~
7 ~~of schools' office and in each of the public schools. The schedule shall also be sent to the president of~~
8 ~~the local education association² and to the local news media for announcement. No other notice of regular~~
9 ~~meetings shall be necessary beyond those stated and the holding of the particular regular meetings at the~~
10 ~~appointed times.~~

11 ~~In the event~~ ease of a special board meeting, notice shall be ~~provided at least 48 hours prior to the meeting~~
12 ~~and shall be~~ posted in the same locations ~~and in the same manner as regular board meetings. All notices~~
13 ~~of special board meetings shall state the time, place, and purpose of the meeting. with notice sent to the~~
14 ~~local news media and the president of the local education association, as in the case of regular meetings,~~
15 ~~at least forty-eight (48) hours prior to the meeting.~~

16 The only exception permitted is in case of ~~an~~ emergency, defined for this policy as “a sudden, generally
17 unexpected occurrence or set of circumstances demanding immediate action.” In such exceptions, notice
18 shall be given to all appropriate parties as is practical.

19 ~~All notices of special board meetings shall state the time, place and purpose of the meeting.~~

20 ~~Notice of all meetings with actionable items on the agenda, with the exception of teacher disciplinary~~
21 ~~hearings, shall include information on how community members can participate in the public comment~~
22 ~~portion of the board meeting.³~~

23

Legal References

1. TCA 8-44-103
2. TCA 49-2-202(c)(1)
3. Public Acts of 2023, Chapter No. 300

Cross References:

School Board Meetings 1.400

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Appeals to and Appearances Before the Board	Descriptor Code: 1.404	Issued Date: 10/08/12
		Rescinds: 1.404	Issued: 03/14/11

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 ~~five~~ 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.
-

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 ²**

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 will sign up ~~on the form provided before~~
 8 ~~the beginning of the board meeting to request time to speak~~ at the director’s office the Wednesday prior
 9 to the school board meeting. If Wednesday is a holiday, then sign-ups will be Thursday prior to the
 10 meeting. Each speaker shall be given no more than two (2) minutes. Delegations shall select only one
 11 (1) individual to speak on their behalf unless otherwise determined by the Board.

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Legal References:

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

Cross References:

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

Marshall County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Emergency Preparedness Plan	Descriptor Code: 3.202	Issued Date: 07/11/22
		Rescinds: 3.202	Issued: 08/12/19

1 The director of schools shall be responsible for developing, maintaining and acquiring Board approval
2 of the district Emergency Preparedness Plan,¹ which shall include procedures for bomb threats, civil
3 disturbances, armed intruders, earthquakes, fires, tornadoes or other severe weather, and medical
4 emergencies.

5 The principal of each school shall develop and implement emergency preparedness drills which shall be
6 approved by the director of schools. When appropriate, such drills shall be held in conjunction with
7 emergency response agencies.

8 **FIRE AND SAFETY DRILLS**

9 The principal shall ensure that one (1) fire drill requiring full evacuation is given every thirty (30) school
10 days, with two (2) fire drills occurring during the first thirty (30) full days of the school year.
11 Additionally, he/she shall ensure that four (4) fire safety educational announcements are conducted
12 throughout the year.²

13 The principal shall ensure that three (3) additional safety drills are given during the school year.³ These
14 drills may cover inclement weather, earthquakes, armed intruders, or other emergency drills that do not
15 require full evacuation. A record of all fire or safety drills, including the time and date, shall be kept in
16 each school's office.³

17 The principal shall regularly check the quantity, locations, and conditions of fire extinguishers and shall
18 give all school personnel instructions on how to properly use fire extinguishers.

19 **ANNUAL DRILLS⁴**

20 **The principal shall ensure that the school safety team conducts each of the following type of drills**
21 **annually:**

- 22 1. **An armed intruder drill in coordination with local law enforcement;**
- 23
- 24 2. **An incident command drill; and**
- 25
- 26 3. **An emergency safety bus drill.**

27

28 **~~ARMED INTRUDER DRILLS~~**

1 ~~The director of schools or his/her designee shall ensure that each school safety team conducts at least~~
2 ~~one (1) armed intruder drill annually in coordination with local law enforcement.~~⁴

3 **AED DRILLS⁵**

4 All schools shall conduct a CPR and AED drill to ensure awareness of the steps that shall be taken in the
5 event of a medical emergency. The principal shall ensure that the drill occurs.

6 The Director of Schools shall develop the necessary administrative procedures on AED and CPR
7 training, planning, notification, and maintenance to comply with state law.

8

9 **MEDICAL EMERGENCIES/PANDEMIC FLU⁶**

10 In the event of medical emergencies, such as a pandemic flu outbreak, school officials shall cooperate
11 and consult with the local and state health departments and other local emergency or healthcare providers
12 in protecting students and the community from further infection. The director of schools shall develop
13 procedures for health emergencies in accordance with state law ~~and regulations.~~

14 **REMOTE LEARNING DRILLS⁷**

At least once each school year, a remote learning drill shall be conducted. The drill shall accurately reflect how students will transition to remote learning in the event of a disruption to school operations. Students shall not be asked or required to transition to remote learning at any time during the drill.

Legal References:

1. TRR/MS 0520-01-02-.30(2); **TCA 49-6-804**; TCA 49-6-805(8)
2. TCA 68-102-137(b)
3. TCA 68-102-137(f)
4. TCA 49-6-807; **Public Acts of 2023, Chapter No. 367**
5. TCA 49-2-122; TCA 49-6-1208
6. TCA 49-6-3004(a), (e); TCA 49-5-404
7. **Public Acts of 2022, Chapter No. 396**
TCA 49-2-139

Cross References:

- Emergency Closings 1.8011
- Safety 3.201
- Community Use of School Facilities 3.206

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Threat Assessment Team	Descriptor Code: 3.204	Issued Date: 07/10/23
		Rescinds:	Issued:

1 *General*¹

2 A threat assessment team shall be created within the school district to develop intervention-based
3 approaches to prevent violence, manage reports of potential threats, and create a system that fosters a
4 safe, supportive, and effective school environment. The Director of Schools shall appoint the members
5 of the threat assessment team.

6 The Director of Schools shall develop administrative procedures regarding the training and operations
7 of the team to comply with state law and State Board of Education rules and regulations.

8 **TEAM MEETINGS**

9 All threat assessment team meetings shall be closed to the public.²

10 **RECORDKEEPING**³

11 The team shall document all behaviors and incidents deemed to pose a risk to school safety or that
12 resulted in intervention and shall provide the information to the Director of Schools.

13 A report of the activities of the threat assessment team will be compiled and shared with the Board
14 before each regular meeting.

15 Documents produced or obtained regarding these assessment activities will not be open for public
16 inspection.

Legal References

1. TCA 49-6-2701 *et seq.*; Public Chapter 2023, Chapter No. 367
2. TCA 49-6-2701(f)
3. TCA 49-6-2702

Cross References

- School District Records 1.407
- Safety 3.201
- Security 3.205
- Student Records 6.600

Marshall County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: Security	Descriptor Code: 3.205	Issued Date: 07/10/23
		Rescinds: 3.205	Issued: 11/13/08

1 *General¹*

2 The director of schools shall establish procedures as required to adequately protect school property which
3 shall include, but not be limited to:

- 4 1. Closing and securing teacher work areas when being left unattended or at the end of the day;
- 5 2. Denying students permission to use the classrooms, laboratories, gymnasiums or other school
6 facilities or equipment without appropriate faculty supervision;
- 7 3. Controlling the issuance of building keys and master keys;
- 8 4. Developing programs which contribute to the proper care and use of school facilities and
9 equipment; and
- 10 5. Equipment purchased with federal funds shall be managed as directed by federal and state law.²

11 **All exterior doors leading into a school building shall be locked at all times and access to school buildings**
12 **is limited to the school's primary entrance during the school day as well as when students are present**
13 **outside of regular school hours.³**

14 The principal shall call law enforcement officials in cases involving illegal entry, **building damage**, theft
15 or vandalism. **The principal shall notify the Director of Schools as soon as practical, but no longer than**
16 **twenty-four (24) hours, after a case of vandalism, theft, building damage, and/or illegal entry. The**
17 **Director of Schools/designee is authorized to sign a criminal complaint and press charges. The Director**
18 **of Schools shall report all signing of such complaints to the Board.**

19 ~~The principal shall notify the director of schools within 48 hours after each case of vandalism, theft,~~
20 ~~building damage and illegal entry.~~

21 ~~The director of schools, or his/her representative, is authorized to sign a criminal complaint and to press~~
22 ~~charges against perpetrators of vandalism against school property.~~

23 **AFTER SCHOOL HOURS**

24 **If, outside of regular school hours, there is a need to unlock the doors during a school activity, a school**
25 **district employee shall be stationed by the door to ensure access is limited to authorized persons. ³**

26

1 **SCHOOL POLICING- LAW ENFORCEMENT SERVICES ¹ (if applicable)**

2 The Board may enter into collaborative partnerships with appropriate law enforcement agencies.
3 Partnerships may include, but not limited to, education and recreational programs, delinquency
4 prevention, and mentoring initiatives.

5 The Board may enter into a memorandum of understanding (MOU) with a chief of a law enforcement
6 agency to provide school policing. Any memorandum of understanding shall address, at a minimum, the
7 following issues:²

- 8 1. Any School Resource Officer (SRO) assigned under a memorandum must be in compliance with
9 all laws, regulations and rules of the Peace Officer Standards and Training Commission at the
10 time of assignment and remain compliant throughout the tenure of his or her assignment;
- 11 2. As a condition of assignment, any SRO must participate in forty (40) hours of basic training in
12 school policing within twelve (12) months of assignment. Every year thereafter the SRO shall
13 participate in a minimum of sixteen (16) hours of training specific to school policing. All training
14 programs shall be approved by the Peace Officers Standards and Training Commission.³⁻⁴
- 15 3. Any SRO assigned under the memorandum remains an employee of the law enforcement agency,
16 subject to that agency's direction, control, supervision and discipline, though the Board may
17 agree to indemnify and reimburse the law enforcement agency for any part or all of the increased
18 costs incurred by the law enforcement agency as a result of the assignment of the SROs.
- 19 4. No ~~SRO officer~~ shall be assigned to a school, or continue in such an assignment, without the
20 consent of the Director of Schools.
- 21 5. In the event that more than one (1) SRO is assigned to a school system, the law enforcement
22 agency shall designate one (1) of the SROs as the senior SRO, or such other appropriate title.
23 The duties of the senior SRO, however designated, shall include, but not be limited to, the
24 following:
 - 25 a. To represent and carry out the policies of the law enforcement agency assigning the SROs.
 - 26 b. To supervise the SROs in the performance of their duties;
 - 27 c. To consult with the Director regarding the best use of the available resources for school
28 policing; and
 - 29 d. To resolve disputes between the SROs and students or ~~faculty~~ staff members.
- 30 6. The memorandum may be effective for any length of time, including continuing until terminated
31 by the parties, and may contain any reasonable notice requirement for the termination of the
32 memorandum. However, the memorandum shall contain a provision allowing the Director to
33 suspend the active participation of the SROs in the event that the Director certifies that the health,
34 safety or wellbeing of the students or faculty members require the immediate suspension.

35

1 **CYBERSECURITY^{4,5}**

- 2 The Director of Schools/designee shall develop an administrative procedure regarding the district's
3 cybersecurity plan to identify cybersecurity risks, implement mitigation planning, and protect
4 cyberinfrastructure against cyberattacks and other cybersecurity threats and incidents.

Legal References:

1. TCA 49-6-805(3)
2. 2 CFR § 200.313
3. **Public Acts of 2023, Chapter No. 367**
4. TCA 49-6-4217
5. **Public Acts of 2021, Chapter No. 335-TCA 49-6-805(9)**

Cross Reference:

- Visitors to the Schools 1.501
Inventories 2.702
Care of School Property 6.311

Marshall County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: <h2 style="text-align: center;">Community Use of School Facilities</h2>	Descriptor Code: 3.206	Issued Date: 02/14/22
		Rescinds: 3.206	Issued: 01/14/19

- 1 When not in use for school purposes, school buildings and grounds or portions thereof may be used for public,
- 2 governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of the
- 3 community, as approved by the director of schools.^{1,2,3}

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

Legal References:

1. TCA 49-50-201
2. TCA 49-2-203(b)(4)
3. *Lamb's Chapel v. Center Moriches Union Free School District*,
113 S. Ct. 2141 (1993)

Cross References:

- Tobacco-Free Schools 1.803
Care of School Property 6.311

Marshall County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Summer Instructional Programs	Descriptor Code: 4.204	Issued Date: 07/10/23
		Rescinds: 4.204	Issued: 01/11/00

1 *General*

2 The following programs will be made available to students:^{1,2}

- 3 1. Traditional summer school;
- 4 2. Learning loss bridge camps;
- 5 3. After-school learning mini camps (~~2021-2023~~); and
- 6 4. Summer learning camps (~~2021-2023~~).

7 These programs shall be organized and operated in accordance with state law as well as guidelines
8 provided by the Tennessee Department of Education. Funding for all programming shall be provided for
9 in the annual budget and take into account any available grants. The Board may adopt tuition rates for
10 those students attending a traditional summer school program.³

11 **SUMMER PROGRAMMING²**

12 The Director of Schools shall present a recommended summer programming plan to the Board each year,
13 no later than May 30, outlining the following:

- 14 1. Courses offered;
- 15 2. Transportation;
- 16 3. Class size ratios;
- 17 4. Budget, including staff compensation;
- 18 5. School nutrition needs;
- 19 6. Staffing;
- 20 7. Enrollment criteria; and
- 21 8. Any additional necessary information.

22

1 ATTENDANCE REQUIREMENTS²

2 Priority students, as defined by state law, shall not be required to attend summer programs. Local
3 attendance requirements will be set by the principals of the corresponding grade levels.

4 The Director of Schools shall be responsible for developing administrative procedures regarding the
5 attendance requirements of priority students in each program.

6 THIRD GRADE PROMOTION/RETENTION LAW & MAKE UP DAYS

7 Students who are required to attend summer programming in order to be promoted to the fourth grade
8 shall attend with a ninety percent (90%) attendance rate. Students shall attend eighteen (18) days out of
9 the twenty (20) days required for summer school attendance. If more days are missed, students may
10 make up a total of (insert number of days) within (insert district timeframe). Missed days will be
11 documented, and options for make up days will be provided by the (insert option the district uses-
12 Director of Schools, summer programming committee, etc.).

13 Parents shall be provided information on the summer program attendance policy by (insert method
14 district uses).

15 The Director of Schools/designee shall develop administrative procedures regarding the documentation
16 of student attendance including make up days and the administration of the post-test for students who
17 participate in summer programming.

18

19

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Legal References:

1. TRR/MS 0520-01-03-.03(9) **Public Acts of 2023, Chapter No. 144**
2. ~~Public Acts of 2021, Special Legislative Session, Chapter No. 1~~ **TCA 49-6-1504**
3. TCA 49-6-3003
4. **State Board of Education Policy 3.300**

Cross Reference:

Extended Contracts 5.112

Marshall County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Extracurricular Activities	Descriptor Code: 4.300	Issued Date: 01/11/00
		Rescinds: IDE	Issued: 09/09/93

- 1 The following guidelines shall be followed in administering the student activities program:
- 2 1. The Board shall initially approve each specific extracurricular activity so that proper support and
3 supervision may be assured.
 - 4 2. The principal, after obtaining the recommendation of the faculty and the director of schools, shall
5 determine which clubs and organizations will be permitted.
 - 6 3. Each student activity must be under the guidance and direction of a Board-approved staff member.
 - 7 4. All student activities must have the approval of the principal.
 - 8 5. Student activities occurring before or after regularly scheduled school hours must be under the
9 supervision of the principal or his/her designee.
 - 10 6. Secret organizations shall not be operated in any school.
 - 11 7. **Extracurricular activities during vacation periods shall be restricted to regularly scheduled athletic
12 programs and major events which cannot be scheduled otherwise.**
 - 13 8. A student shall not be required to attend a school-sponsored student activity that is scheduled at a
14 time which conflicts with his religious practices.
 - 15 9. School-sponsored student activities during vacation periods shall be restricted to regularly scheduled
16 athletic programs and major events or activities which cannot be scheduled otherwise.
 - 17 10. Student groups shall not participate in state or national activities which are not listed as approved
18 activities by regional accrediting associations or state and national principals' associations without
19 the approval of the director of schools.
 - 20 11. A student on out-of-school suspension shall not be permitted to participate in ~~school-sponsored~~
21 **extracurricular** activities.
 - 22 12. Activities which restrict participation because of race, color, religion, sex, disabilities, or national
23 origin are strictly forbidden.⁺²
 - 24 13. Activities sponsored by outside groups or agents will be approved only if they are co-sponsored by
25 the school.

26

27 **STUDENT CLUBS & ORGANIZATIONS³**

28 **All students under the age eighteen (18) shall present a signed and dated statement from their**
29 **parent/guardian before joining any club or organization or participating in activities of a club or**
30 **organization. The Director of Schools shall develop administrative procedures outlining this**
31 **recordkeeping process.**

32

Legal Reference:

1. ~~20 U.S.C. § 1703~~ TCA 49-6-1002(c)
2. 34 CFR § 106.41
3. Public Acts of 2023, Chapter No. 353

Cross References:

Interscholastic Athletics 4.301
Field Trips and Excursions 4.302
~~Student Clubs and Organizations 6.702~~
Special Use of School Vehicles 3.402
Attendance 6.200

Marshall County Board of Education

Monitoring: Review: Annually, in May	Descriptor Term: Student Surveys, Analyses, and Evaluations	Descriptor Code: 6.4001	Issued Date: 07/10/23
		Rescinds: 6.4001	Issued: 11/10/14

1 Surveys, analyses, and evaluations for research purposes shall be allowed by the Board when the project
2 is viewed as contributory to greater understanding of the teaching-learning process, the project does not
3 violate the goals of the Board, and the disruption of the regular school program is minimal. ~~Surveys~~
4 ~~conducted for agencies, organizations or individuals must have the recommendation of the director of~~
5 ~~schools and the approval of the Board as to content and purpose.~~ The director of schools shall develop
6 administrative procedures for approving requests for conducting surveys, analyses, or evaluations **by**
7 **agencies, organizations, or individuals.** The requests shall outline what is to be done, who is to be
8 involved and how the results will be used and distributed.¹

9 Prior to the dissemination of a survey, analysis, or evaluation to students, parents/guardians shall be
10 notified of ~~their ability~~ the **opportunity** to review the materials.¹ Such notification shall include
11 information indicating the purpose of the survey, analysis, or evaluation as well as who will have access
12 to the results. **The survey, analysis, or evaluation shall only be administered to students under the age of**
13 **eighteen (18) whose parent(s)/guardian(s) provide written, informed, and voluntarily signed consent. A**
14 **student who is eighteen (18) years of age or older may participate after he/she provides written, informed,**
15 **and voluntarily signed consent.** ~~Following such notification and prior to the administration of the survey,~~
16 ~~analysis, or evaluation, parents/guardians may opt their child out of participation.~~ The director of schools
17 shall develop procedures for granting such parental requests.¹ ~~and to implement the other provisions of~~
18 ~~this policy.~~⁵

19 No student shall be required, as part of any program, to submit to a survey, analysis or evaluation that
20 reveals information concerning:^{2,5-1,2}

- 21 1. mental or psychological problems of the student or the student's family;
- 22 2. sexual behavior or attitudes;
- 23 3. illegal, anti-social, self-incriminating, or demeaning behavior;
- 24 4. critical appraisals of other individuals with whom respondents have close family relationships;
- 25 5. legally privileged relationships;
- 26 6. income; or
- 27 7. the collection of student biometric data involving the analysis of facial expressions, EEG brain
28 wave patterns, skin conductance, galvanic skin response, heart-rate variability, pulse, blood
29 volume, posture, and eye-tracking^{6,3}

30 without the prior consent of the student (if the student is an adult or emancipated minor), or in the case
31 of an unemancipated minor, without the prior consent of the parent/**guardian.**⁵

32 The collection of the following student data is strictly prohibited:⁷⁻⁴

- 33 1. political affiliation or voting history;

- 1 2. religious practices; and
- 2 3. firearm ownership.

5 **COLLECTING, DISCLOSING OR USING INFORMATION FOR MARKETING³⁵**

6 In general, the district will not collect, disclose or use personal student information for the purpose of
7 marketing or selling that information or otherwise providing that information to others for that purpose.

8 If any collected information is to be marketed or sold, parents/**guardian(s)** will be directly notified at
9 least annually at the beginning of the school year of the specific or approximate dates when such
10 information will be collected. **Parents/guardian(s)**, upon request, may inspect any instrument used to
11 collect personal information for the purpose of marketing or selling that information before the
12 instrument is administered or distributed to the student. All parents/**guardian(s)** and students of
13 appropriate age may decline to provide the information requested.

14 This portion of the policy does not apply to the collection, disclosure or use of personal information
15 collected from students for the exclusive purpose of developing, evaluating or providing educational
16 products or services for or to students or educational institutions to the extent allowed by law, such as
17 ~~the following:~~⁴

- 18 ➤ College or other postsecondary education recruitment or military recruitment.
- 19 ➤ Book clubs, magazines and programs providing access to low-cost literary products.
- 20 ➤ Tests and assessments used by elementary schools and secondary schools to provide cognitive,
21 evaluative, diagnostic, clinical, aptitude or achievement information about students (or to
22 generate other statistically useful data for the purpose of securing such tests and assessments)
23 and the subsequent analysis and public release of the aggregate data from such tests and
24 assessments.
- 25 ➤ The sale by students of products or services to raise funds for school-related or education-related
26 activities; **or**
- 27 ➤ Student recognition programs.

28

Legal References:

1. TCA 49-2-211; **Public Acts of 2023, Chapter No. 353**
2. 20 USCA § 1232h
3. ~~No Child Left Behind, Part F § 1061(1)(E)&(F) &(2)~~
TCA 49-1-706
4. ~~No Child Left Behind, Part F § 1061(4)(A)~~
TCA 49-1-705
5. ~~TCA 49-2-211~~
20 USCA § 1232h(c)(1); 20 USCA § 1232h(c)(4)

Cross Reference:

Testing Programs 4.700

Marshall County Board of Education

Monitoring: Review: Annually in May	Descriptor Term: Physical Examinations and Immunizations	Descriptor Code: 6.402	Issued Date: 07/12/21
		Rescinds: 6.402	Issued: 01/11/21

1 PHYSICAL EXAMINATIONS¹

2 The principal shall ensure that there is a complete physical examination of each student prior to: ²

- 3 1. Entering school for the first time² and
- 4 2. Participating as a member of any athletic team or in any other strenuous physical activity
- 5 program.³

6 Cost of the examination shall be covered by the parent/guardian of the student. These records shall be
7 on file in the principal's office.

8 ~~Screening tests as recommended by the Tennessee Department of Education and the Department of~~
9 ~~Health will be conducted. Parent(s)/guardian(s) will receive written notice of any screening result that~~
10 ~~indicates a condition that might interfere with the student's progress. Parent(s)/guardian(s) may excuse~~
11 ~~their student from participating in health screenings that are part of a coordinated school health program~~
12 ~~by submitting a request in writing to the school nurse, instructor, school counselor, or principal.³~~

13 SCREENINGS

14 ~~Screenings may be conducted periodically by Marshall County Schools as required by the Tennessee~~
15 ~~Department of Education and the Department of Health. Screenings may include blood pressure, body~~
16 ~~mass index, vision, hearing, scoliosis and dental. Parents/guardians will receive written notice of any~~
17 ~~screening result that indicates a condition that might interfere or tend to interfere with a student's~~
18 ~~progress. The school district will not conduct physical examinations of a student without parental consent~~
19 ~~or by court order, unless the health or safety of the student or others is in question.⁴~~

20

21 IMMUNIZATIONS

22 ~~Students will not be permitted to attend school without proof of immunization as determined by the~~
23 ~~Commissioner of Health unless circumstances outlined in the state or federal law prevent a student from~~
24 ~~producing such records. It is the responsibility of the parent(s)/guardian(s) to have their children~~
25 ~~immunized and to provide such proof to the principal of the school which the student is to attend.⁴~~

26 ~~No students entering school, including those entering kindergarten or first grade, those from out-of-state~~
27 ~~and those from nonpublic schools, will be permitted to enroll (or attend) without proof of immunization,~~
28 ~~as determined by the Commissioner of Public Health unless circumstances outlined in state or federal~~
29 ~~law prevent a student from producing such records.²⁻⁵ It is the responsibility of the parents or guardians~~

1 to have their children immunized and to provide such proof to the principal or designee of the school
2 which the student is to attend.⁵

3 Exceptions will be granted to any ~~child~~ **student** whose parent/guardian shall file with school authorities
4 a signed, written statement that such measures conflict with one of the following:

- 5 1. His/Her religious tenets and practices if in the absence of an epidemic or immediate threat of an
6 epidemic,⁵ ~~except in the event of a COVID-19 or any variant outbreak;~~⁶ or
- 7 2. Due to medical reasons if the student has a written statement from his/her doctor excusing
8 him/her from the immunization.^{7- 6}

9 The Director of Schools shall ensure that appropriate immunization records are maintained for each
10 student.

11

Legal References:

1. 20 USCA § 1232h(c)
2. TRR/MS 0520-01-03-.08(2)(a) ~~0520-01-13-.01(1)(a)~~
3. TRR/MS 0520-01-03-.08(2)(b) **Public Acts of 2023, Chapter No. 353; Tennessee School Health Screening Guidelines, https://www.tn.gov/content/dam/tn/education/csh/FINAL_Health_**
4. TCA 49-6-5001(a),(c), ~~Public Acts of 2021, Chapter No. 513~~
5. TCA 49-6-5001(b)(2)-(3)
6. TCA 49-6-5001(c)(2)

Cross References:

Promoting Student Welfare 6.400

Marshall County Board of Education

Monitoring: Review: Annually, in November	Descriptor Term: Library Materials	Descriptor Code: 4.402	Issued Date: 08/08/22
		Rescinds:	Issued:

1 *General*

The librarian shall be responsible for library collection development. Library materials shall be reviewed to ensure the content aligns with state law.¹ The library collection shall adhere to the following criteria:

1. Materials shall be suitable for and consistent with the educational mission of the school;
2. Materials shall be appropriate for the age and maturity levels of the students who may access them. The determining factor will be based on an assessment of any mature themes or content (i.e., violence, sexual content, vulgar language, substance abuse);
3. Materials shall contain literary, historical, and/or artistic value and merit; and
4. The collection as a whole shall offer a variety of viewpoints.

Each librarian shall be responsible for reviewing his/her school's library collection prior to purchase.

COMPLAINTS²

Tier I

If a complaint is made by an employee, student, or parent/guardian of the Marshall County School system, this process is to be followed:

1. Inform the complainant of the selection procedures and make no commitments.
2. Request the complainant to submit a Request for Reconsideration of Library Materials form.
3. Inform the principal (and other appropriate personnel).
4. **Keep challenged materials available for use during the reconsideration process.**

Upon receipt of the completed form, the principal shall notify the director of schools. The principal may request review of the challenged materials by an ad hoc materials review committee within thirty (30) days. The review committee is appointed by the principal and **should** include certified Library Media Specialists **personnel**, representatives from classroom teachers, one or more parents, and may include one or more students. ~~The principal is responsible for acquiring the challenged materials and the principal is responsible for distributing challenged materials to the ad hoc materials review committee. To allow time for material acquisition, distribution, and review of challenged materials, a period of thirty (30) working days will be allowed for a final decision to be made by the committee.~~ The principal will inform the director of schools of the review committee's **decision-progress.**

- ~~5. The review committee shall take the following steps after receiving the challenged materials:~~
-

After receiving the challenged materials, the following steps should occur:

1. Read, view, or listen to the contested material in its entirety;
2. Check general acceptance of the material by reading recognized and evaluative reviews;
3. Determine the extent to which the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school; **and**
4. Complete the appropriate Checklist for Reconsideration of Library Materials, judging the material for its strength and value; **and**
5. Present a recommendation to the director of schools and the Board.
- ~~6. The Board shall review the recommendation presented by the review committee and make the determination whether the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school.~~
- ~~7. If it is determined that the material is not appropriate for the age and maturity levels of the students who have access to them or is not suitable for, and consistent with, the educational mission of the school, the Board shall require the school to remove the material from the library collection.~~

Tier Two

The complainant may appeal the principal's decision. The appeal shall be to the Director of Schools. He/she shall review the recommendation presented by the review committee along with the principal's recommendation and make the determination whether the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school.

Tier Three

The complainant may appeal the decision of the Director of Schools. The Board shall evaluate the material to determine whether the material is appropriate for the age and maturity levels of the students who have access to the materials and whether the material is suitable for, and consistent with, the educational mission of the school.

If, at any tier, it is determined that the material is not appropriate for the age and maturity levels of the students who have access to them or is not suitable for, and consistent with, the educational mission of the school, the material shall be removed from the library collection.

Legal References:

1. *Board of Education, Island Trees Union Free School District No. 26 v. Pico*, 457 U.S. 853, 102 S. Ct. 2799 (1982); Public Acts of 2022, Chapter No. 744
2. *Public Acts of 2023, Chapter No. 472*

Cross References:

Textbooks and Instructional Materials 4.400
 Web Pages 4.407
 Controversial Materials 4.801

Marshall County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Application and Employment	Descriptor Code: 5.106	Issued Date: 07/10/23
		Rescinds: 5.106	Issued: 07/09/18

1 APPLICATION

2 An individual desiring a position with the Board shall make application to the director of schools on
3 forms developed by his/her office. To ensure the safety and welfare of students and staff, the district
4 shall require criminal history background checks and fingerprinting of applicants for teaching positions
5 and any other positions that require proximity to children.¹ If applying for a teaching position, the
6 Director of Schools shall also check the applicant's license status in the State Board of Education's
7 database to determine if there is a hold on that applicant's license, and if so, the reasoning behind the
8 hold.²

9 Knowingly falsifying information shall be sufficient grounds for termination of employment and shall
10 also constitute a Class A misdemeanor which must be reported to the District Attorney General for
11 prosecution.³

12 Any costs incurred by the Tennessee Bureau of Investigation in conducting such investigations of
13 applicants shall be paid in the following manner: The Board will pay the cost of background checks for
14 permanent employees. If the employee does not complete a six (6) month employment period, the cost
15 of the background check will be deducted from the last paycheck.⁴ Substitute teachers and substitute
16 cafeteria workers must pay for their background check at substitute orientation.

17 The Board assigns to the director of schools the duty to conduct thorough background checks and to
18 advise all applicants that all hiring decisions are contingent upon satisfactory background check results.

19 *Professional Employees*

20 The application must include a transcript of credits earned at the colleges or universities attended along
21 with reference information from persons such as previous employers, college professors and supervisors
22 of student teachers. Other information shall include whether such applicant has been dismissed for cause
23 from a school system. If previously employed by a local board of education, the applicant shall provide
24 evidence of acceptable resignation.⁵

25 No person shall be employed:

- 26 1. Who does not hold a valid license to teach or a temporary permit to teach from the State Board of
27 Education;⁶
 - 28 2. Who has been identified by the Department of Children's Services, **or on a similar registry in another**
29 **jurisdiction**, as a perpetrator of child abuse, severe child abuse, child sexual abuse, or child neglect,
30 or who poses an immediate threat to the health, safety, or welfare of children;⁷
-

- 1 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department of
- 2 Health, **or on a similar registry in another jurisdiction;**⁷
- 3 4. Who does not present a physician's certificate showing a satisfactory health record or has any
- 4 contagious or communicable disease in such form that might endanger the health of school children;⁸
- 5 5. Who refuses to take and subscribe to an oath to support the Constitution of the State of Tennessee
- 6 and of the United States of America;⁹
- 7 6. Who fails to make a full disclosure of any prior criminal record and any ~~proper~~ **prior** dismissals from
- 8 employment for cause; or
- 9 7. Who does not receive a satisfactory TBI background check.¹⁰

10 ***Support Employees***

11 No person shall be employed:

- 12 1. Who has any contagious or communicable disease in such form that might endanger the health of
- 13 the children;⁸
- 14 2. Who has been identified by the Department of Children's Services as a perpetrator of child abuse,
- 15 severe child abuse, child sexual abuse, or child neglect, or who poses an immediate threat to the
- 16 health, safety, or welfare of children;⁷
- 17 3. Who is listed on the state's abuse of vulnerable persons registry maintained by the Department of
- 18 Health;⁷
- 19 4. Who has not complied with the Immigration Reform and Control Act of 1986;¹¹
- 20 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 21 employment for cause; or
- 22 6. Who does not receive a satisfactory TBI background check.¹⁰

23 **EMPLOYMENT**

24 ***Professional Employees***

25 After checking references and receiving written recommendations, the director of schools shall hire and

26 assign qualified applicants.

27 ***Initial Employment for Professional Employees***

28 **The Director of Schools shall notify such person, in writing, of the offer and conditions of employment.**

29 **Upon receipt of employment notification, such person shall respond within the timeline established by**

30 **the state law.¹² From the date of the written acceptance, such person is considered to be under**

31 **employment with the district and is subject to all rights, privileges, and duties.**

32 ~~Upon initial employment, the director of schools shall notify such person, in writing, of the offer and~~

33 ~~conditions of employment. Upon receipt of employment notification, such person shall have fourteen~~

34 ~~(14) days to accept or reject, in writing, the offered employment. From the date of the written acceptance,~~

35 ~~such person is considered to be under employment with the system and is subject to all rights, privileges~~

36 ~~and duties.¹~~

37 ***Support Employees***

- 1 ~~After checking references and receiving written recommendations from principals and/or supervisors,~~
- 2 ~~the director of schools shall hire and assign qualified applicants.~~

Legal References:

1. TCA 49-5-406; **TCA 49-5-413**
2. State Board of Education Policy 5.501
3. TCA 49-5-406(a)(2)(A)
4. TCA 49-5-413(c)
5. ~~Public Acts of 2018, Chapter No. 938~~ **TCA 49-2-131**
6. TCA 49-5-403; TCA 49-5-101, **TCA 49-5-106**
7. TCA 49-5-413(e); **Public Acts of 2023, Chapter No. 222**
8. TCA 49-5-404; ~~TRR/MS 0520-01-03--08(2)(f)~~
9. TCA 49-5-405
10. ~~Public Acts of 2018, Chapter No. 1006~~ **TCA 49-5-413(a),(f)**
11. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359, **8 USCA § 1101 et seq.**
12. **TCA-49-5-406(b)**

Cross Reference:

- Orientation and Probation 5.107
- Compensation Guides & Contracts 5.110
- Background Investigations 5.118
- Recommendations and File Transfers 5.203
- Interim Employees 5.700**
- Qualifications and Duties of the Director of Schools 5.802

Marshall County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Employment of Retirees	Descriptor Code: 5.119	Issued Date: 08/08/22
		Rescinds:	Issued:

1 *General*

2 The director of schools may hire a retired individual if certain conditions are met as provided for in state
3 law.

4 **EMPLOYMENT CONTRACTS FOR UP TO 120 DAYS**

5 Teachers who retire under the Tennessee Consolidated Retirement System (TCRS) may be employed
6 for up to one hundred twenty (120) days per year without loss of retirement benefits. Retired teachers
7 may substitute teach for additional days if the director of schools certifies in writing to the Division of
8 Retirement that no other qualified personnel are available to substitute teach.¹

9 ~~EMPLOYMENT CONTRACTS FOR ONE YEAR~~ **GENERAL EMPLOYMENT CONTRACTS**

10 The director of schools may employ **retired teachers**. ~~teachers retired for at least one (1) year for full-~~
11 ~~time employment as a kindergarten through twelfth (K-12) grade teacher on a year-to-year basis.~~
12 Retirement benefits will not be lost or suspended under certain conditions which include, but are not
13 limited to, the following:²

- 14 1. ~~The director of schools of the employing district shall certify in writing that no other qualified~~
15 ~~individuals are available to fill the position;~~
16 2. ~~The Commissioner of Education shall certify that the employing school district serves an area~~
17 ~~that lacks qualified teachers to serve in the position to be filled;~~
18 3. The retired teacher shall hold a valid license and shall not be entitled to tenure status;
19 4. The retired teacher shall not be eligible to accrue additional retirement benefits, accrue leave, or
20 receive medical insurance coverage; and
21 5. The salary paid to the retired teacher shall not be less than the rate of compensation set by the
22 Board for teachers with no experience filling similar positions or more than eighty-five percent
23 (85%) of the rate of compensation set by the Board for teachers with comparable training and
24 years of experience filling similar positions.

25 **ADDITIONAL EMPLOYMENT OPTION FOR RETIREES³**

26 Retired members of TCRS or a similar system may be offered reemployment for up to one (1) year as a
27 kindergarten through twelfth (K-12) grade teacher, substitute teacher, or bus driver under the following
28 conditions:

- 29 1. The retired member has been retired for at least sixty (60) calendar days;
-

- 1 2. The retirement benefit payable to the retired member is reduced to seventy percent (70%) of the
- 2 retirement allowance;
- 3 3. The retired member's employment can't be longer than a one (1) year period; however, the retired
- 4 member can be reemployed for addition one (1) year periods;
- 5 4. The retired member is not drawing disability retirement benefits; and
- 6 5. The retired member can't accrue additional retirement benefits.

7 The director of schools shall notify TCRS of the member's reemployment.—~~and certify in writing that~~
8 ~~the retired member has the required experience and training for the position and that no other qualified~~
9 ~~persons are available to fill the position.~~ Once the retired member is hired by the district, the district
10 shall pay TCRS as prescribed by state law. The school district shall pay to TCRS during the period of
11 reemployment the greater of (1) a payment equal to the amount the school district would have contributed
12 to TCRS; or (2) an amount equal to five percent (5%) of the retired member's pay rate.

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Legal References:

1. TCA 8-36-805; [Public Acts of 2023, Chapter No. 425](#)
2. TCA 8-36-821; [Public Acts of 2023, Chapter No. 425](#)
3. ~~Public Acts of 2022, Chapter No. 821~~ [TCA 8-36-822;](#)
[Public Acts of 2023, Chapter No. 425](#)

Cross Reference:

Application and Employment 5.106
Substitute Teachers 5.701

Marshall County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Sick Leave	Descriptor Code: 5.302	Issued Date: 01/11/21
		Rescinds: 5.302	Issued: 08/08/16

1 PROFESSIONAL PERSONNEL

2 The time allowed for sick leave for professional personnel shall be one (1) day for each month employed
3 during the school year and shall accumulate for an unlimited number of days.¹

4 Sick leave shall be defined as: illness of a teacher from natural causes or accident, quarantine, or illness
5 or death of a member of the immediate family of a teacher, including the teacher's spouse, parents,
6 grandparents, children, grandchildren, brothers, sisters, mother-in-law, father-in-law, daughter-in-law,
7 son-in-law, brother-in-law, and sister-in-law.²

8 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
9 by the director of schools and shall promptly be given to the immediate supervisor in support of all
10 claims for sick leave pay. A falsified statement shall be grounds for dismissal.

11 A certificate from the physician on forms furnished by the Board may be required in support of any
12 claim for sick leave pay.¹

13 The principal shall notify the director of schools' office at once if an employee is sick beyond the limit
14 of his/her sick leave accumulation. The substitute teacher, beyond this point, must have a certificate or
15 permit and must be paid according to the state salary scale.

16 Permanent, cumulative sick leave records for each active professional employee shall be kept in the
17 director of schools' office.

18 A teacher, upon employment, may transfer his/her accumulated sick leave from another Tennessee
19 school system, provided that the director of schools of the system in which the accumulated leave was
20 held provides notarized verification.¹³

21 SUPPORT PERSONNEL

22 The time allowed for sick leave shall be one (1) day for each month employed during the school year
23 and shall accumulate for an unlimited number of days.

24 Sick leave shall be defined as: illness of an employee from natural causes or accident, quarantine, or
25 illness or death of a member of the employee's immediate family, including the employee's spouse,
26 parent, grandparent, child, grandchild, brother, sister, mother-in-law, father-in-law, daughter-in-law,
27 son-in-law, brother-in-law and sister-in-law.

1 A signed statement listing the cause of absence shall be provided by the employee on forms furnished
2 by the director of schools and shall promptly be given to the immediate supervisor in support of all
3 claims for sick leave pay. A falsified statement shall be grounds for dismissal.

4 A certificate from the physician on forms furnished by the Board may be required in support of any
5 claim for sick leave.

6 The principal shall notify the director of schools' office at once if an employee is sick beyond the limit
7 of his/her sick leave pay.

8 Permanent cumulative sick leave records for each active employee shall be kept in the director of
9 schools' office.

10 Accrued sick leave shall not be compensated due to resignation, retirement or termination.

11 **SICK LEAVE BANK**

12 The purpose of the sick leave bank is to provide sick leave to all employees⁴ who have suffered an
13 unplanned personal illness, injury, disability, or quarantine and whose personal sick leave is exhausted.

14 To form a sick leave bank, a minimum of twenty (20) employees from the school system shall petition
15 the Board for permission to establish a sick leave bank. Upon approval, sick leave bank trustees shall be
16 appointed and shall operate as the governing body of the sick leave bank and shall enact rules and
17 regulations consistent with state law⁵⁶. Employees wishing to participate shall initially give a maximum
18 of three (3) days of sick leave. These days are to be deducted from the employee's personal accumulation
19 and donated to the sick leave bank. Donations of sick leave to the bank are nonrefundable and
20 nontransferable.³⁷

21 At any time the number of days in the sick leave bank is less than twenty (20), or one (1) per employee
22 if there are more than twenty (20) members, or at any time deemed advisable, the trustees shall assess
23 each member one (1) or more days of accumulated sick leave. If an employee has no accumulated sick
24 leave at the time of assessment, the first earned days shall be donated as they are accrued by the
25 employee.³⁷

26 An employee who is a member of the sick leave bank may request an allotment of days (for the
27 employee's personal illness ~~only~~ **or on account of an illness of his/her minor child**) in the manner
28 designated by the trustees. The need for these days must be verified by a statement from a doctor.⁸

29 By written notice to the trustees, an employee may withdraw from bank participation on June 30 of any
30 year.^{4 9} Membership withdrawal results in forfeiture of all days contributed.

31 The sick leave bank shall be operated in accordance with state law.¹⁰

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33

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1

Legal References

1. TCA 49-5-710(a)(1)
2. TRR/MS 0520-1-2-.04(2)
3. TCA 49-5-710(a)(5)
4. TCA 49-5-811
5. TCA 49-5-803
6. TCA 49-5-804; TCA 49-5-805
7. TCA 49-5-807
8. ~~TCA 49-5-806~~ Public Acts of 2023, Chapter No. 151
9. TCA 49-5-808(j)
10. TCA 49-5-801 et seq.

Cross References

Workers' Compensation 3.602
Orientation and Probation 5.107
Short Term Leaves of Absence 5.300
Family and Medical Leave 5.305
Physical Assault Leave 5.307

Marshall County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Family and Medical Leave	Descriptor Code: 5.305	Issued Date: 08/12/19
		Rescinds: 5.305	Issued: 07/09/18

1 **PURPOSE**

2 To entitle employees to take reasonable leave for medical reasons, for the birth or adoption of a child,
3 and for the care of a child, spouse, or parent who has a serious health condition.

4 **ELIGIBILITY**

5 Anyone who has been employed for at least twelve (12) months by the school system and anyone who
6 has at least 1,250 hours of service (hours used for leave, even FMLA leave, shall not be credited for
7 service for purposes of FMLA eligibility¹) during the previous twelve-month period shall be eligible to
8 use FMLA leave.²

9 **GENERAL PRINCIPLES**

10 An eligible employee shall be granted, upon request, up to twelve (12) weeks unpaid leave during a fixed
11 calendar year for the following reasons:

- 12 1. the birth of a child;
- 13 2. the placement of a child with the employee for adoption or foster care;
- 14 3. a serious health condition of the employee that makes the employee unable to perform the
15 essential functions of his or her job position;
- 16 4. the care of a spouse, child, parent, or next of kin of the employee who has a serious health
17 condition; and
- 18 5. any qualifying circumstances arising out of the fact that a spouse, child, or parent of the employee
19 is on covered active duty, or has been notified of an impending call or order to covered active
20 duty, in the Armed Forces.

21 Granting of leave under this policy shall be subject to, and in accordance with, the provisions of
22 applicable federal and state laws. An employee may substitute accrued paid leave for unpaid time. Use
23 of accrued paid leave shall run concurrently with and be counted toward the employee's total period of
24 FMLA leave.

25 **MATERNITY/PATERNITY LEAVE**

- 26 1. *Relationship between FMLA leave and Tennessee Maternity Act leave* – FMLA leave shall run
27 concurrently with leave provided under the Tennessee Maternity Act, which affords eligible
28 employees leave for a period not to exceed four (4) months for the adoption, pregnancy,
29 childbirth and nursing of a newborn child.³
-

- 1 2. *Teachers' Sick Leave* – In accordance with state law, any teacher who goes on maternity or
 2 paternity leave shall be allowed to use all or a portion of the teacher's accumulated sick or annual
 3 leave for maternity leave purposes. In order to be eligible to use sick leave, written request of the
 4 teacher accompanied by a statement from the teacher's physician verifying pregnancy shall be
 5 submitted. Upon verification by a written statement from an adoption agency or other entity
 6 handling an adoption, a teacher may also be allowed to use accumulated leave for adoption of a
 7 child. If both adoptive parents are teachers employed by the district, however, only one (1) parent
 8 is entitled to use such leave.⁴
- 9 3. *Spouses who are both eligible employees of the school district are limited to a combined total of*
 10 *twelve (12) workweeks of FMLA leave in a single twelve (12) month period if the leave is taken*
 11 *for birth and care of a newborn child, for placement of a child for adoption or foster care, or to*
 12 *care for a parent who has a serious health condition. Under certain circumstances, spouses who*
 13 *share leave for the birth or adoption of a child may be eligible for limited amounts of additional*
 14 *leave for other qualifying FMLA reasons.⁵*
- 15 4. *Paid Parental Leave* – Under state law, an additional six (6) work weeks of paid leave is available
 16 to eligible employees after a birth, stillbirth, or adoption of a newly placed minor. An eligible
 17 employee taking leave under this provision shall not be required to utilize any other type of
 18 accrued leave during this period. Eligible employees include teachers, principals, supervisors,
 19 or other individuals required by law to hold a valid license of qualification for employment who
 20 have been employed with a school district full time for at least twelve (12) consecutive months.

21
 22 Employees shall provide notice to the school district thirty (30) days prior to the intended use of
 23 the leave. If the employee learns about the need for leave less than thirty (30) days in advance,
 24 the employee shall give notice as soon as reasonably possible in order to be eligible for the paid
 25 leave. This paid leave does not need to be taken consecutively; however, the paid leave shall be
 26 used within twelve (12) months of the qualifying event. The leave shall run concurrently with
 27 FMLA leave.⁶

28 29 **LEAVE FOR A SERIOUS HEALTH CONDITION** ⁶⁷

30
 31 Eligible employees, upon request, shall be granted up to twelve (12) weeks of unpaid leave when he/she
 32 is unable to work because of a serious health condition or to care for an immediate family member with
 33 a serious health condition. Granting of such leave shall be subject to the provisions of applicable federal
 34 and state laws. Employees shall contact Human Resources to determine if the reason for leave qualifies
 35 as Family and Medical Leave. If the leave is foreseeable, the employee shall give thirty (30) days' notice.
 36 If the leave is not foreseeable, the employee shall notify Human Resources as soon as practicable –
 37 generally, either the same or next business day.

38 39 **LEAVE FOR MILITARY FAMILY MEMBERS**

- 40
 41 1. *Qualifying Exigency Leave*⁷⁸ – Eligible employees are entitled to up to twelve (12) workweeks
 42 of leave because of any “qualifying exigency” arising out of the fact that the spouse, son,
 43 daughter, or parent of the employee, as defined under the FMLA, is on active duty, or has been
 44 notified of an impending call to active duty, or has been notified of an impending call to active
 45 duty status, in the Armed Forces. Qualifying exigencies may include:
 46 a. issues arising from the service member's short notice deployment;

- b. military events and related activities (e.g. official ceremonies, support programs);
 - c. making or updating financial and legal arrangements, attending counseling;
 - d. taking up to fifteen (15) days leave to spend time with a covered service member who is on short-term rest and recuperation leave during deployment; or
 - e. attending post-deployment activities.
2. *Military Caregiver Leave*⁸⁹ – An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member or covered veteran with a serious injury or illness is entitled to up to twenty-six (26) workweeks of leave in a “single twelve (12) month period.” A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in out-patient status, or is otherwise on the temporary disability retired list, for a serious injury or illness.

A covered veteran is an individual who was a member of the Armed Forces at any time during the period of five (5) years preceding the date of the medical treatment, recuperation, or therapy that has a serious injury or illness who is currently receiving medical treatment, recuperation, or therapy.

The calculation of this 5-year period shall not include the interval of October 28, 2009, through March 8, 2013. The “single twelve (12) month period” for military caregiver leave begins on the first day the employee takes leave for this reason and ends twelve (12) months later. An eligible employee is limited to a combined total of twenty-six (26) workweeks of leave to provide care for a covered service member. The maximum of twenty-six (26) workweeks may include no more than twelve (12) workweeks of leave that is taken for the birth and care of a newborn child, for placement of a child for adoption or foster care, for care of a parent who has a serious health condition, or for the employee’s own serious health condition.

INTERMITTENT LEAVE⁹¹⁰

Eligible employees may take FMLA leave intermittently when medically necessary to care for a seriously ill family member, or because of the employee’s own serious health condition, or for the care for a newborn, a newly adopted child, or a newly placed foster care child. When a licensed employee requests foreseeable leave for planned medical treatment and the employee would be on leave for greater than 20% of the total number of working days in the period during which the leave would extend, the school may require that such employee elect either to take the leave for periods of a particular duration, not to exceed the duration of the planned medical treatment or to transfer temporarily to an available alternative position offered by the school system for which the employee is qualified, and that has equivalent pay and benefits and better accommodates recurring periods of leave.

RESTRICTIONS

1. Notice Requirements

- a. *Employee Notice*^{10 11} – For foreseeable leave, the employee shall provide the director of schools with at least thirty (30) days written notice before the beginning of the anticipated leave.
- b. *District Notice* – Once it has been established that the leave requested qualifies for FMLA, the director of schools/designee shall notify the employee within three (3)

1 business days (absent extenuating circumstances) that any leave taken pursuant to state
2 leave statutes (paid vacation leave, personal leave, sick leave, or workers' compensation)
3 shall run concurrently with FMLA leave.¹¹ The notice may be given orally or in writing.
4 If the notice is oral, it shall be confirmed in writing, no later than the following pay day.¹²

5 ¹³

6 2. Certification Requirement¹³⁻¹⁴

7 a. The director may require that a request for leave be supported by certification issued by
8 a health care provider with the following information:

- 9 i. the date on which the serious health condition commenced;
10 ii. the probable duration of the condition;
11 iii. the appropriate medical facts within the knowledge of the health care provider
12 regarding the condition; and
13 iv. a statement that the eligible employee is needed to care for the son, daughter,
14 spouse, or parent and an estimate of the amount of time that such employee is
15 needed.

16 b. If there is any reason to doubt the validity of the certification provided, the director may
17 require, at the expense of the school system, an opinion of a second health care provider.

18 3. Period Near the End of an Academic Term (Professional Employees)¹⁴⁻¹⁵

19 a. If leave is taken more than five (5) weeks prior to the end of the term, the director of
20 schools may require the employee to continue taking leave until the end of the term if the
21 leave is at least three (3) weeks of duration and the return of employment would occur
22 during the three (3) week period before the end of the term.

23 b. If the leave is taken five (5) weeks prior to the end of the term, the director of schools
24 may require the employee to continue taking leave until the end of the term if the leave
25 is greater than two (2) weeks duration and the return to employment would occur during
26 the two (2) week period before the end of the term.

27 **REQUIREMENTS OF THE BOARD**¹⁵⁻¹⁶

28 1. The employee shall be restored to the same position of employment or an equivalent position
29 with no loss of benefits, pay, or other terms of employment.

30 2. The employee shall be kept under any group health plan for the duration of the leave.

31 3. The board may recover the premium paid under the following conditions:

32 a. The employee fails to return from leave after the period of leave has expired.

33 b. The employee fails to return to work for a reason other than the continuation, recurrence,
34 or onset of a serious health condition or other circumstances beyond the control of the
35 employee.

Legal References:

1. *Hinson v. Tecumseh Products Co.*, 2000 U.S. App. LEXIS 26778, at *1-10 (6th Cir. Oct. 17, 2000)
2. ~~Federal Family and Medical Leave Act 1993~~, 29 U.S.C.A. § 2601, 2611-2619
3. TCA 49-5-702; TCA 4-21-408
4. TCA 49-5-710(a)(2); **TCA 8-50-802(a)(4)**
5. 29 CFR § 825.120(a)(3)
6. **Public Acts of 2023, Chapter No. 399**
7. 29 CFR § 825.113
8. 29 CFR § 825.126
9. 29 CFR § 825.124; 29 CFR § 825.127
10. 29 CFR § 825.202
11. 29 CFR § 825.302-825.304
12. 29 CFR § 825.207
13. OP Tenn. Atty Gen 94-006 (Jan 13, 1994); *Plant v. Morton International, Inc.*, 212 F. 3d 929, 932 (6th Cir. 2000)
14. 29 CFR § 825.305-825.313
15. 29 CFR § 825.602
16. 29 U.S.C.A. § 2614

Cross References:

Sick Leave 5.302
Long Term Leaves 5.304

Marshall County Board of Education

Monitoring: Review: Annually, in February	Descriptor Term: Physical Assault Leave	Descriptor Code: 5.307	Issued Date: 06/10/13
		Rescinds: 5.307	Issued: 12/14/99

1 ~~A teacher may use such force as is reasonable and necessary to protect himself/herself, another employee~~
2 ~~or a student from attack or physical injury. Any assault to an employee or student will be reported to the~~
3 ~~principal immediately. The Board of Education will provide legal counsel (the County Attorney) to~~
4 ~~advise any assaulted employee of his/her rights and will strive to render assistance to the assaulted~~
5 ~~employee in connection with the handling of the incident by law enforcement and/or judicial authorities.~~

6 A teacher who is absent from assigned duties as a result of personal injury caused by physical assault or
7 other violent criminal acts committed in the course of the teacher's employment duties, shall receive
8 **his/her full salary and full benefits until the teacher is released by his/her physician to return to work or**
9 **his/her physician determines the teacher is permanently unable to return to work. If the teacher receives**
10 **workers' compensation or other similar benefits, the Board shall pay the difference between that amount**
11 **and the teacher's full salary.** ~~workers' compensation or comparable benefits without loss of accumulated~~
12 ~~or granted sick, personal or professional leave.¹~~

13 ~~The school system shall continue to pay the teacher's full benefits including, but not limited to, health~~
14 ~~insurance benefits until the earlier of the date on which the teacher is released by the teacher's physician~~
15 ~~to return to work or the date on which the teacher is determined by the teacher's physician to be~~
16 ~~permanently disabled from returning to work.~~

17 A signed statement listing the cause of the absence shall be provided by the employee on forms furnished
18 by the director of schools and shall promptly be given to the immediate supervisor in support of all
19 claims. A certificate from the physician on forms furnished by the director of schools may also be
20 required to verify the extent of the injury.²

21 ~~The Board of Education shall reimburse an employee for broken eyeglasses or for other items of like~~
22 ~~kind on the person that may be lost or broken, as a result of a student or parent assault on the employee~~
23 ~~on school property.~~

24

Legal References:

1. TCA 49-5-714(a)(8); TRR/MS 0520-1-2-.04(5) **Public Actos of 2023, Chapter No. 343**
2. TRR/MS 0520-01-02-.04(5) **(4)(b)**

Cross References:

- Worker's Compensation 3.602
Sick Leave 5.302
Long Term Leaves of Absence 5.304

Marshall County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Staff Rights & Responsibilities	Descriptor Code: 5.600	Issued Date: 08/14/17
		Rescinds: 5.600	Issued: 12/14/99

1 In fulfilling any citizenship rights and responsibilities, employees shall give proper consideration to the
2 educational welfare of students and ensure that no conflict exists with their actual duties.

3 Each staff member has the right to a work environment free from sexual, racial, ethnic, and religious
4 discrimination/harassment.¹

5 ~~1. A work environment free from sexual, racial, ethnic, and religious discrimination/harassment;²~~

6 ~~2. Academic freedom within the confines of state law and board policy in order to create an~~
7 ~~atmosphere of freedom in the classroom;~~

8 Educators have the right to:²

9 1. Be treated with civility and respect as well as having his/her professional judgement and
10 discretion respected;

11 2. **Have their professional judgement and discretion respected;**

12 3. Report any errant, offensive, or abusive content or behavior of a student to the principal and/or
13 appropriate agencies;

14 4. Provide students with a safe environment;

15 5. Defend themselves and their students from physical violence or harm;³

16 6. Share information regarding a student's educational experience, health, or safety with the
17 student's parent(s)/guardian(s) unless otherwise prohibited;⁴

18 7. Review all instructional material or curriculum before being utilized by students; and

19 8. Not be required to use his/her personal money to appropriately equip a classroom.

20 9. **Report students who commit offenses of assault and battery or vandalism on school property**
21 **endangering the life, health, or safety of others pursuant to state law;⁵ and**

22 10. **Receive benefits in accordance with state law if the educator is a teacher who is on leave due to**
23 **a physical assault or other violent criminal act committed during the course of employment.⁶**

24 Each staff member has the responsibility to:

- 1 1. Make themselves familiar with and abide by the laws of the state as these affect their work, the
- 2 policies of the board and the procedures designed to implement them;⁵
- 3 2. To adhere to the Teacher Code of Ethics,⁶ **to the extent applicable;**⁷
- 4 3. Exercise good judgment in selecting issues for discussion and balance the relative maturity of
- 5 students and the students' right to know;
- 6 4. Be courteous and helpful in interacting and responding to parents, visitors and members of the
- 7 public;
- 8 5. Keep all records and prepare and submit promptly all reports that may be required by state law,
- 9 State Board **of Education rules and** regulations, board policy and administrative procedures; and
- 10 6. Wear appropriate dress for work according to board guidelines and local school rules.

11

Legal References:

1. ~~Public Chapter No. 360~~
2. 42 USCS § 2000e-2(a)-(b); TCA ~~49-6-8002-8006~~
49-6-8004
3. **TCA 49-5-209; Public Acts of 2023, Chapter No. 153**
4. **TCA 49-6-2802**
5. ~~TCA 49-6-4008~~
6. 20 USCA 1232g
7. TCA ~~49-5-201~~ **49-6-4301**
8. TCA ~~49-5-1001-1005~~ **49-5-714**
9. **TCA 49-5-1001 et seq.**

Cross References:

Curriculum Development 4.200
 Controversial Issues 4.800
 Religion in the Curriculum 4.804
 Staff-Student Relations 5.610
 Ethics 5.611

Marshall County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Attendance	Descriptor Code: 6.200	Issued Date: 08/08/22
		Rescinds: 6.200	Issued: 07/12/21

1 Attendance is a key factor in student achievement and therefore, students are expected to be present each
2 day school is in session.

3 The director of schools/designee shall ensure that this policy is posted in each school building and
4 disseminated to all students, parent(s)/guardian(s), teachers, and administrative staff.

5 The attendance supervisor shall oversee the entire attendance program which shall include:¹

- 6 1. All accounting and reporting procedures and their dissemination;
- 7 2. Alternative program options for students who severely fail to meet minimum attendance
8 requirements;
- 9 3. Ensuring that all school-age children attend school;
- 10 4. Providing documentation of enrollment status upon request for students applying for new or
11 reinstatement of driver's permit or license; and
- 12 5. Notifying the Department of Safety whenever a student with a driver's permit or license
13 withdraws from school.²

14 Student attendance records shall be given the same level of confidentiality as other student records. Only
15 authorized school officials with legitimate educational purposes may have access to student information
16 without the consent of the student or parent(s)/guardian(s).³

17 ABSENCES

18 Absences shall be classified as either excused or unexcused as determined by the principal or assistant
19 principal. Professional documentation shall be required.

20 Excused absences shall include:⁴

21 **I. Medical Excuses:** Students must provide valid documentation for absences which details accurate
22 dates of illness (this includes doctors, dentists, and/or health care agencies). Upon returning to school,
23 a student has three (3) school days in which to submit a note. After three (3) days, the absence(s) will
24 become permanently unexcused.

25
26 **II. Personal Days:** Beginning with the 2020-2021 school year, students will be allowed three (3)
27 excused personal days per semester. These days will cover the following types of absences; however,
28 proper documentation must be presented to the office in order for the absence to be excused:

- 29 1. Personal illnesses, serious family illness or family emergency – (a note from the student's
30 parent/guardian or legal custodian will be required for the student's returning to school). The

1 note should include the reason(s) for and the date(s) of the absence. Upon returning to school, a
2 student has three (3) school days in which to submit a note. After three (3) days, the absence(s)
3 will become permanently unexcused.

4 2. Driver's license (documentation is required).

5 3. Deaths

6 A. In the family – One (1) day will be excused. Additional days will be excused at the discretion
7 of the principal (program or death notice is required upon return to school)

8 B. Of others – The principal may excuse absences with appropriate documentation.

9 4. Religious Holidays/Retreats⁵ – Religious holidays will be excused with proper documentation
10 from the parent. Religious retreats must be pre-authorized by the principal with documentation
11 from religious church/agency sponsoring the retreat.

12 5. Appearance in court (documentation from a court official will be required as documentation).

13 6. Pregnancy.

14 7. Extreme weather conditions.

15 8. School-endorsed activities.

16
17 **III. Principal's Discretion:** Absences involving extenuating or unusual circumstances may be
18 approved or pre-approved by the principal on a case-by-case basis.

19 Any absence without a note is automatically an unexcused absence.

20 The principal shall be responsible for ensuring that:⁶

21 1. Attendance is checked and reported daily for each class;

22 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
23 the majority of the day;

24 3. All student absences are verified;

25 4. Written excuses are submitted for absences and tardiness; and

26 5. System-wide procedures for accounting and reporting are followed.

27 **NON-SCHOOL SPONSORED EXTRACURRICULAR ACTIVITY⁹**

28 A principal/designee may excuse a student to participate in non-school sponsored extracurricular
29 activities. The principal shall document the approval in writing and shall excuse no more than ten (10)
30 absences each school year. No later than seven (7) business days prior to the student's absence, the
31 student shall provide documentation to the school as proof of the student's participation along with a
32 written request for the excused absence from the student's parent/guardian. The request shall include the
33 following:

34 1. Student's name and personal identification number;

35 2. Student's grade;

36 3. The dates of the student's absence;

37 4. The reason for the student's absence; and

38 5. The signatures of the student and parent/guardian.

39

40

1 **RELEASED TIME COURSE¹⁰**

2 A principal/designee may excuse a student to attend a course in religious moral instruction for up to one
3 (1) class period per school day. Students shall not be excused during any class which requires an
4 examination for state or federal accountability purposes.

5 The student shall submit a written consent form signed by the student's parent/guardian prior to
6 participation in the released time course. The principal/designee shall document the approval in writing.
7 The student shall provide documentation to the principal/designee as proof of the student's participation
8 in the released time course.

9 The district shall not be responsible for transporting students to and from the place of instruction.

10 Upon submission of the student's transcript from the entity that provided the released time course, the
11 student may be awarded one-half (1/2-1) unit of elective credit.

12 The Director of Schools shall develop procedures with secular criteria for determining whether credit
13 shall be awarded.

14 **TRUANCY**

15 *General*

16 Annually, the Director of Schools/designee will provide written notice to parent(s)/guardian(s) that
17 attendance at school is required. Students shall be present at least fifty percent (50%) of the scheduled
18 school day in order to be counted present. Students may attend part-time days, alternating days, or for a
19 specific amount of time as indicated in their Individualized Education Plan or 504 Plan and shall be
20 considered present for school attendance purposes. If a student is required to participate in a remedial
21 instruction program outside of the regular school day where there is no cost to the parent(s)/guardian(s)
22 and the school system provides transportation, unexcused absences from these programs shall be
23 reported in the same manner.⁷

24 A student who is absent three (3) days without adequate excuse shall be reported to the Director of
25 Schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the student's
26 absence. If a parent does not provide documentation within adequate time excusing those absences, or
27 request an attendance hearing, then the Director of Schools shall implement the progressive truancy plan
28 described below prior to referral to juvenile court.

29 Prior to referral to juvenile court, the following progressive truancy plan will be implemented.

30 *Progressive Truancy Plan⁸*

31 **Tier I**

32 Tier I of the progressive Truancy Plan shall apply to all students within the district and include
33 schoolwide prevention-oriented supports to assist with satisfactory attendance. These prevention-
34 oriented supports may include, but are not limited to:

- 1 1. Written notification of student absences;
- 2 2. Parent and/or student consultation;
- 3 3. Counseling referrals; or
- 4 4. Other supports deemed appropriate by the school administration.

5 **Tier II**

6 At five (5) unexcused absences, the Truancy Intervention Specialist will work with the school
7 administration to schedule a meeting with the student and parent. At the meeting, an attendance contract
8 shall be signed which specifies the school's attendance expectations for the student, the period for which
9 the contract is effective, and penalties for further absences. In addition, an Individualized Assessment
10 Plan shall be conducted to determine what may be needed to prevent additional unexcused absences.
11 Such things as counseling, community-based services, or other services may be referred and/or
12 implemented.

13 The school and Truancy Intervention Specialist will continue to monitor the student's attendance and
14 meet with the student to discuss progress.

15 **Tier III**

16 If a student continues with additional unexcused absences after Tier I and Tier II have been attempted,
17 then Tier III will be implemented. It will consist of parents and students being cited to the Marshall
18 County Truancy Board for additional services and a warning of juvenile court. Once all three Tiers have
19 been attempted, students and/or parents will be cited to Juvenile Court.¹³ The interventions shall address
20 students' needs in an age-appropriate manner. Finalized plans shall be approved by the director of
21 schools/designee.

22 **STATE-MANDATED ASSESSMENT**

23 Students who are absent the day of the scheduled end-of-course (EOC) exams shall present a signed
24 doctor's excuse or shall have been given an excused release by the principal prior to testing to receive
25 an excused absence. Students who have excused absences will be allowed to take a make-up exam.
26 Excused students will receive an incomplete in the course until they have taken the EOC exam.

27 Students who have an unexcused absence shall receive a failing grade on the EOC exam which shall be
28 averaged into their final grade.

29 **DRIVER'S LICENSE REVOCATION²**

30 More than ten (10) consecutive or fifteen (15) reported absences (unexcused) by a student during any
31 semester renders a student ineligible to retain a driver's permit or license, or to obtain such if of age.

32 **CREDIT/PROMOTION DENIAL**

33 Credit/Promotion denial determinations may include student attendance; however, student attendance
34 may not be the sole criterion.¹¹ However, if attendance is a factor, prior to credit/promotion denial, the
35 following shall occur:

- 1 1. Parents and students shall be advised if a student is in danger of credit/promotion denial due to
- 2 excessive absenteeism.
- 3 2. Procedures in due process are available to the student when credit or promotion is denied.

4 Out-of-School Suspension days are likewise unexcused absences.

5 The principal shall be responsible for ensuring that:⁷

- 6 1. Attendance is checked and reported daily for each class;
- 7 2. Daily absentee sheets contain sign in/sign out sheets and indicate students present or absent for
- 8 the majority of the day;
- 9 3. All student absences are verified;
- 10 4. Written excuses are submitted for absences and tardiness;
- 11 5. System-wide procedures for accounting and reporting are followed; and
- 12 6. Students who are absent three (3) days without adequate excuse shall be reported to the director
- 13 of schools/designee who will, in turn, provide written notice to the parent(s)/guardian(s) of the
- 14 student's absence.⁸ The director of schools/designee shall also comply with state law regarding
- 15 the reporting of truant students to the proper authorities.⁸

16 **TARDIES, EARLY DISMISSALS AND DETENTION**

- 17 1. Truancy is defined as an unexcused absence for an entire school day, a major portion of the
- 18 school day or any portion of any class, study hall or activity during the school day for which the
- 19 student is scheduled.
- 20 2. Any student who misses more than fifteen (15) minutes of a class period will be counted as
- 21 absent.

22 **ELEMENTARY TARDY* POLICY**

23 *A tardy is defined as a late check in or an early check out from school.

24 After five (5) unexcused tardies, parents will receive written notice from school as a warning that further

25 unexcused tardies will result in a summons to the Marshall County Schools Tardy Review Board. After

26 a student reaches eight (8) unexcused tardies, parents will be summoned to appear before the Tardy

27 Review Board. After a subsequent unexcused tardy, parents may be charged with Educational Neglect

28 in the Marshall County Juvenile Court.

29 Please note: Elementary students receive three parent notes per semester. Parent notes can be used for

30 unexcused tardies.

31

32 **RULES AND PENALTIES**

- 33 1. A student must present documentation of his/her absence and receive a class admittance note
- 34 before entering class. Documentation must be turned in within three (3) school days from the
- 35 date the student returns to school, or the absences will be unexcused.

- 1 2. All missed classwork and tests (whether from an excused or unexcused absence) may be made
2 up if the student makes the request immediately upon returning to school and if class time is not
3 taken. Requests for make-up work made prior to the first bell must be provided by the teacher(s)
4 by 3:00 p.m. the same day. Make-up work must be completed and returned to the teacher within
5 one day per absence.
- 6 3. Time spent in before-school or after-school detention is for disciplinary purposes and will not be
7 construed as make-up time. Under no circumstances will detention time be substituted for class
8 time and/or work missed.
- 9 4. If a student has an illness that requires hospitalization exceeding ten (10) school days, the student,
10 or his/her parent/guardian may apply to the Special Populations Supervisor for a “homebound”
11 teacher to provide instruction.
- 12 5. The principal shall be responsible for notifying in writing the director of schools and the parents
13 of the student of any action taken by the school.
- 14 6. A student participating in a school-sponsored activity, whether on or off campus, will not be
15 counted absent. The student will be eligible to make up all work missed and will receive full
16 credit for the assignment upon completion of the work. To qualify as “school-sponsored”, the
17 activity must be school-planned, school-directed, and supervised by an approved sponsor.
- 18 7. Mass exodus, early dismissal, or late arrival of all students, or any segment of students, will not
19 be permitted for any reason except for emergencies such as inclement weather or other
20 unavoidable situations, unless instruction time is made up in full.
- 21 8. Student attendance records will be given the same level of confidentiality as other student
22 records. Only authorized school officials engaged in legitimate educational purposes may have
23 access to student information without the express consent of the parent or guardian, if the student
24 is a minor, or the student, if he or she has attained the age of eighteen (18).⁴
- 25 9. Foreign exchange students will be dealt with on a case-by-case basis by the principal.

26 **ATTENDANCE HEARING¹²**

27 Students with excessive (more than five (5)) unexcused absences or those in danger of credit/promotion
28 denial shall have the opportunity to appeal to an attendance hearing committee appointed by the
29 principal. If the student chooses to appeal, the student or his/her parent(s)/guardian(s) shall be provided
30 written or actual notice of the appeal hearing and shall be given the opportunity to address the committee.
31 The committee will conduct a hearing to determine if any extenuating circumstances exist to excuse an
32 absence(s) or to determine if the student has met attendance requirements that will allow him/her to pass
33 the course or be promoted. Upon notification of the attendance committee decision, the principal shall
34 send written notification to the Director of Schools/designee and the parent(s)/guardian(s) of the student
35 of any action taken regarding the excessive unexcused absences. The notification shall advise
36 parent(s)/guardian(s) of their right to appeal such action within two (2) school days to the Director of
37 Schools/designee.

38 The appeal shall be heard no later than ten (10) school days after the request for appeal is received.

39 Within five (5) school days of the Director of Schools/designee rendering a decision, the student’s
40 parent(s)/guardian(s) may request a hearing by the Board, and the Board shall review the record.
41 Following the review, the Board may affirm or overturn the decision of the Director of Schools/designee.
42 The action of the Board shall be final.

1 The Director of Schools/designee shall ensure that this policy is posted in each school building and
2 disseminated to all students, parents, teachers, and administrative staff.

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Legal References:

1. TCA 49-6-3006
2. TCA 49-6-3017(c); Public Acts of 2022, Chapter No. 878
3. 20 USCA § 1232g
4. TRR/MS 0520-01-02-.17(5); State Board of Education Policy 4.100
5. TCA 49-6-2904(b)(5)
6. TCA 49-6-3007
7. TCA 49-6-3021
8. TCA 49-6-3007; TCA 49-6-3009
9. TCA 49-6-3022
10. TCA 49-2-130
11. TCA 49-2-203(b)(7); TCA 49-6-3002(b)
12. TRR/MS 0520-01-02-.17(7)
13. TCA 49-6-3009

Cross References

- School Calendar 1.800
- Extracurricular Activities 4.300
- Interscholastic Athletics 4.301
- Field Trips and Excursions 4.302
- Reporting Student Progress 4.601
- Promotion and Retention 4.603
- Recognition of Religious Beliefs, Customs & Holidays 4.803
- Voluntary Pre-K Attendance 6.2011
- Homeless Students 6.503
- Students in Foster Care 6.505
- Students from Military Families 6.506
- Student Records 6.600

Marshall County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Home Schools	Descriptor Code: 6.202	Issued Date: 07/12/21
		Rescinds: 6.202	Issued: 12/08/11

1 A “home school” is a school conducted or directed by a parent or parents or legal guardian or guardians
2 for their own children. Home schools which teach K-12 where the parents are associated with an
3 organization that conducts church-related schools (as defined by §49-50-801) which are supervised by
4 such organization and which administer standardized achievement tests at the same time tests are given
5 in their regular day schools are exempt from the following provisions, but must follow procedures issued
6 by the State Department of Education.¹

7 A parent wishing to conduct a home school shall meet the following requirements:²

- 8 1. Provide annual notice to the director of schools before the commencement of each school year
9 of the intent to conduct a home school;
- 10 2. Submit to the director of schools the name, number, age, grade level of children involved,
11 location of the school, curriculum to be offered, proposed hours of instruction, qualifications of
12 the parent/teacher, whether a college preparatory or general course of education will be taught in
13 grades 9-12, and a description of the courses to be taught each year;
- 14 3. Maintain attendance records, subject to inspection of the local director of schools;
- 15 4. Submit attendance records to the director of schools at the end of each school year;
- 16 5. Provide instruction for at least four (4) hours per day for the same number of instructional days
17 as are required by state law for public schools;³
- 18 6. **Possess a high school diploma or a high school equivalency credential approved by the State**
19 **Board of Education;**⁴ ~~Possess a high school diploma, GED or HiSET in order to conduct classes²;~~
- 20 7. Cooperate in the administration of appropriate tests as required by the Commissioner of
21 Education, his/her designee or by a professional testing service in grades five (5), seven (7), and
22 nine (9);
- 23 8. Take action according to state law if home school student falls behind appropriate grade level;
- 24 ~~9. Submit proof to the director of schools that the home school student has been vaccinated as~~
25 ~~required by law;~~
- 26 10. Submit proof to the director of schools that other health services and examinations as required
27 by law have been received by the home school student; and
- 28 11. In the event of illness or inadequacy of the home school parent-teacher to teach a specific subject,
29 employ a tutor having the same qualifications as required of parent/teacher.

30 If one or more of these requirements are not met, the Board authorizes the director of schools to take
31 formal action to bring the child into compliance with the Compulsory Attendance Law (until the child
32 has reached age 17),⁵ either in the home school or in a public, private or church-related school.

33 It shall be the policy of this Board that public school facilities shall be available for home school
34 instruction only when all of the following conditions exist:

- 1 1. Special needs courses are being taught which require services unavailable to the home school
- 2 student;
- 3 2. These services cannot be provided through any means other than the public schools;
- 4 3. Requests for services are made known by the home school parent when notice is given to the
- 5 director of schools of the intent to conduct a home school;
- 6 4. The director of schools investigates request and makes recommendations to the Board;
- 7 5. No overcrowding, additional expenses, including providing transportation, or other special
- 8 situations which interfere with the normal operation of the school system shall be incurred; and
- 9 6. Approval by the Board on a case-by-case basis.

10 The director of schools, through the attendance supervisor, shall have the attendance records of the home
 11 school inspected at least two (2) times each school year in order to provide assistance in implementing
 12 the Compulsory Attendance Law.

13 If a home school student falls more than one (1) year behind his appropriate grade level in his/her
 14 comprehensive test score for two (2) consecutive tests, and if a certified teacher who would have taught
 15 the child at his/her grade level determines through appropriate means that the student is not learning
 16 disabled, the director of schools shall require the parents to enroll the child in a public, private or church-
 17 related school.

18 **STUDENT PERFORMANCE³⁻⁵**

19 The Director of Schools shall develop administrative procedures regarding necessary consultations with
 20 home school parents in regard to student performance.

21

22

Legal Reference:

1. ~~TCA 49-6-3050~~ TCA 49-50-801(a)
2. ~~Public Acts of 2021, Chapter No. 493~~ TCA 49-6-3050(b)
3. ~~TCA 49-6-3050(b)(6)~~ TCA 49-6-3004(a);
TCA 49-6-3050(b)(3)

4. TCA 49-6-3050(b)(4); Public Acts of 2023, Chapter No. 114

5. TCA 49-6-3050(b)(6)

Cross Reference:

Compulsory Attendance Ages 6.201

Marshall County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Code of Behavior and Discipline	Descriptor Code: 6.300	Issued Date: 02/08/00
		Rescinds: JC	Issued: 08/08/96

1 The director of schools shall be responsible for the overall implementation and supervision of the
2 Board's Code of Behavior and Discipline and shall ensure that students at all schools are subject to a
3 uniform and fair application of the Code.

4 The principal of each school shall be responsible for implementation and administration in his/her school
5 and shall apply the Code uniformly and fairly to each student at the school without partiality and
6 discrimination.

7 The Board delegates to the director of schools the responsibility of developing more specific codes of
8 behavior and discipline which are appropriate for each level of school, namely, elementary, middle and
9 senior high. The development of each code shall involve principals and faculty members of each level
10 of school and shall be consistent with the content of the Board's Code.

11 A copy of the Code shall be posted at each school and guidance counselors shall be supplied copies for
12 discussion with students. The code shall be referenced in all school handbooks. All teachers,
13 administrative staff and parents shall be provided copies of the Code.¹

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Legal Reference:

1. Student and Employee Safe Environment Act of 1996; TCA 49-6-4011, et. al.
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Marshall County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Corporal Punishment	Descriptor Code: 6.314	Issued Date: 07/09/18
		Rescinds: 6.314	Issued: 12/14/09

1 Any principal, assistant principal or teacher with approval of the principal may use corporal punishment
2 in a reasonable manner against any student for good cause in order to maintain discipline and order
3 within the public schools in accordance with the following guidelines:¹

4 1. Corporal punishment shall be administered only after other less stringent measures have failed,
5 or if the conduct of a student is of such nature that corporal punishment is the only reasonable
6 form of punishment under the circumstances. **Prior to administering the punishment, the**
7 **student's teacher or principal shall document that he/she has:**

8 a. **Acted to address the student's behavior;**

9 b. **Provided consequences to the student to address the behavior;**

10 c. **Consulted with the student's parent/guardian; and**

11 d. **Considered the need to conduct an evaluation to determine whether the student has a**
12 **disability per federal law.²**

13 2. The instrument to be used in administering corporal punishment shall be approved by the
14 principal and the punishment shall take place in the principal's office or other such place out of
15 the view of other students;

16 3. Corporal punishment shall be reasonable and administered in the presence of another
17 professional employee;

18 4. The nature of the punishment will be such that it is in proportion to the gravity of the offense, the
19 apparent motive and disposition of the offender, and the influence of the offender's example and
20 conduct on others; and

21 5. If a student has a disability, corporal punishment shall be administered only when the school has
22 received written parental permission. The parental permission must include the type of corporal
23 punishment that is allowed and the circumstances under which it is permitted. This information
24 will be kept on file at the school. It may be revoked at any time; and

25 6. The principal shall notify the parent(s)/guardian(s) any time corporal punishment is used.

26 A disciplinary record shall be maintained and shall contain the name of the student, the type of
27 misconduct, the type of corporal punishment administered, the name of the person administering the
28 punishment, the name of the witness present and the date and time of punishment.

- 1 Disciplinary records shall be filed in the school office and made available to parents/**guardians** or
- 2 students, whichever is appropriate.
- 3 **The Director of Schools shall develop administrative procedures to implement this policy, including**
- 4 **applicable recordkeeping and reporting requirements.**

Legal References:

1. ~~TCA 49-6-4103; TCA 49-6-4104; TCA 49-6-4402; Public Acts of 2018, Chapter No.~~
2. **20 USCA § 1400 et. Seq.; Public Acts of 2023, Chapter No. 275**

Cross References:

~~Code of Behavior- Discipline Procedures 6.313~~ **Conduct 6.300**
~~Student Records 6.600-603~~

Marshall County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Alternative School Programs	Descriptor Code: 6.319	Issued Date: 07/12/21
		Rescinds: 6.319	Issued: 11/09/20

1 *General*

2 The board shall operate an alternative school program for students in grades seven through twelve (7-
3 12) who have been suspended or expelled from regular school programs.¹

4 An alternative program is a short-term intervention program designed to provide educational services
5 outside the regular school program for students who have been suspended or expelled. Alternative
6 programs may be located within the regular school or be a self-contained program within a school.

7 ~~Alternative school programs shall be operated in accordance with state laws and the rules of the State
8 Board of Education, and instruction shall proceed as nearly as practicable in accordance with the
9 instructional programs at the student's home school.²~~

10 **The alternative school and/or program shall be operated in accordance with state laws and the rules of**
11 **the State Board of Education, and instruction shall proceed as nearly as practicable in accordance with**
12 **the instructional program at the student's regular school.** The director of schools shall develop
13 procedures that provide appropriate educational opportunities for all students assigned to an alternative
14 education program. These educational opportunities shall utilize Tennessee's academic standards,
15 incorporate innovative teaching strategies, deliver research-based instructional techniques, and provide
16 the resources necessary to foster student learning and achievement.^{3,2}

17 **ASSIGNMENT**

18 Students who have been suspended for more than ten (10) days or expelled shall be assigned to the
19 alternative school or program if there is staff and space available.^{4,3} Availability of staff and space shall
20 be determined at the time the disciplinary decision is rendered. The Director of Schools/designee shall
21 make this determination by evaluating factors including, but not limited to, the following:

- 22 1. Level of supervision available;
23 2. Safety considerations; and
24 3. Type of infraction.

25 The Director of Schools/designee is not required to assign a student to the alternative school or program
26 if the student committed one of the following:

- 27 1. A zero tolerance offense^{1,4}; or
28 2. An offense of violence or threatened violence, or an offense that threatened the safety of other
29 students at the school, if the location of the alternative school or program is on the same grounds
-

1 as the school from which the student was disciplined or assigning the student to that location
2 would endanger the safety of the students or staff.^{4,25}

3 Consideration to assign these students to the alternative school or program will be determined by the
4 Director of Schools/designee on a case-by-case basis.

5 ~~Students who have committed zero tolerance offenses are not required to be assigned to alternative
6 schools or programs.⁵~~

7 Prior to the assignment of the student to an alternative school program, the director of schools/designee
8 shall provide written notice to the student's parent/guardian stating the reason for the student's
9 placement.⁶

10 Placement in an alternative education setting shall be reserved for students who significantly disrupt the
11 educational process. If a student has an active Individualized Education Plan, a 504 plan, or is suspected
12 of having a disability, all state and federal laws, rules, and regulations related to special education shall
13 be followed. The director of schools/designee shall develop procedures regarding placement of students
14 in the program, taking into consideration the impact of exclusionary discipline practices.⁷

15 Attendance in alternative school programs shall be mandatory, and students attending an alternative
16 school located outside of the school district shall provide their own transportation.

17 The director of schools/designee shall monitor and regularly evaluate the academic progress of each
18 student enrolled in an alternative education program.

19 **REMOVAL⁸**

20 A student may be removed from the alternative school or program if:

- 21 1. He/She violates the rules of the alternative school or program; or
- 22 2. He/She is not benefitting from the assignment and all interventions have been exhausted
23 unsuccessfully.

24 **ADDITIONAL OFFENSES⁹**

25 Any new disciplinary offense committed during a student's original suspension or expulsion period shall
26 be treated as a new and separate offense. These offenses shall not constitute an extension of the original
27 suspension or expulsion.

28 **TRANSITION PLANS¹⁰**

29 The director of schools/designee shall develop procedures regarding the implementation of transition
30 plans for the integration of students assigned to the alternative school.

Legal References:

1. TCA 49-6-3402(a); ~~State Board of Education Policy 2.302~~
TRR/MS 0520-01-02-.09
2. TRR/MS 0520-01-02-.09(9)(a)
3. TCA 49-6-3402(c)(1)(A)
4. TRR/MS 0520-01-02-.09(6)(a); TCA 49-6-3402(c)(1)(B)
5. TCA 49-6-3402(b); ~~TRR/MS 0520-01-02-.09~~ (c)(1)(C);
Public Acts of 2023, Chapter No. 279
6. TRR/MS 0520-01-02-.09(9)(i)
7. ~~State Board of Education Policy 2.302~~
TRR/MS 0520-01-02-.09(9)(h)
8. ~~Public Acts of 2020, Chapter No. 603~~
TCA 49-6-3402(c)(2)(B)
9. ~~Public Acts of 2020, Chapter No. 603; TRR/MS 0520-01-02-~~
~~.09(6)(a)~~ TRR/MS 0520-01-02-.09(9)(g)(2)
10. TRR/MS 0520-01-02-.09(9)(h)(m)
11. ~~Public Acts of 2020, Chapter No. 603~~
12. ~~TRR/MS 0520-01-02-.09(m)~~
13. ~~Public Acts of 2021, Chapter No. 229~~

Cross References:

Special Education 4.202
Virtual Education Program 4.212
Suspension/Expulsion/Remand 6.316
Student Disciplinary Hearing Authority 6.317
Special Education Students 6.500

Major Revision

Marshall County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Zero Tolerance Offenses	Descriptor Code: 6.309	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 In order to ensure a safe and secure learning environment, the following offenses shall not be
2 tolerated:¹

- 3 1. Bringing to school or being in unauthorized possession of a firearm on school property;²
- 4
- 5 2. Unlawful possession of any drug, including any controlled substance, controlled substance
6 analogue, or legend drug on school grounds or at a school-sponsored event;³
- 7
- 8 3. Aggravated assault;⁴
- 9
- 10 4. Assault that results in bodily injury⁵ upon any teacher, principal, administrator, any other
11 employee of the school, or school resource officer; or
- 12
- 13 5. Threats of mass violence on school property or at a school-related activity.⁶

14 Committing any of these offenses shall result in a student being expelled from the regular school
15 program for at least one (1) calendar year unless modified by the Director of Schools. Modification of
16 the length of time shall be granted on a case-by-case basis. Students that commit zero tolerance
17 offenses may be assigned to an alternative school or program at the discretion of the Director of
18 Schools.⁷

19 When it is determined that a student has violated this policy, the principal shall notify the student's
20 parent(s)/guardian(s) and the criminal justice or juvenile delinquency system as required by law.⁸

Legal References

1. TCA 49-6-3401(g)
2. 18 USCA § 921(a)(3); 20 USCA § 7961
3. TCA 39-17-454; TCA 53-10-101
4. TCA 39-13-102
5. TCA 39-13-101(a)(1)
6. TCA 39-16-517; Public Acts of 2023, Chapter No. 299
7. TCA 49-6-3401(g)(2); TCA 49-6-3402
8. TCA 49-6-4209; TCA 39-17-1312; 20 USCA § 7961(h)(1)

Cross References

- Code of Conduct 6.300
- Drug-Free Schools 6.307
- Suspension 6.316
- Student Disciplinary Hearing Authority 6.317
- Alternative Education 6.319
- Safe Relocation of Students 6.4081

Marshall County Board of Education

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

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

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

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

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

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

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

CONSENT AGENDA

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

Marshall County Board of Education

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

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

8 The minutes shall include:

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

Legal References:

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

Cross References:

Duties of Officers 1.201

June 12, 2023

The Marshall County Board of Education met in regular session on Monday, June 12, 2023, at 6:00 p.m., in the Board Conference Room at Jones School.

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

Pledge/Prayer

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

Ms. Cathey presented a safety committee report.

Mr. Woodard scheduled a Policy Committee meeting for Monday, July 10 at 5:30 p.m., prior to the monthly meeting.

Presented under Consent Agenda: May 8, 2023, board meeting minutes. Mr. Jones made a motion, with a second by Ms. Patty Hill, to approve the consent agenda. The motion passed 9-0.

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

Ms. Gold made a motion, with a second by Mr. Jones, to approve the Memorandum of Understanding (MOU) with Marshall County Government. The motion passed 9-0.

Ms. Hill made a motion, with a second by Ms. McElhaney, to name the Band Room at Marshall County High School Arnold E. Quarles II Band Room, in memory of Arnold E. Quarles II. The motion passed 9-0.

Mr. Allen made a motion, with a second by Mr. Woodard to accept the roofing bid of Porter Roofing for Marshall Elementary School. The motion passed 9-0.

Mr. Jones made a motion, with a second by Ms. Hunter to reject the sole bidder of one van and to sell all three vans for scrap metal. The motion passed 9-0.

Mr. Jones made a motion, with a second by Mr. Allen to accept the bid of Rambo Glass for doors and windows. The motion passed 9-0.

Ms. Hunter made a motion, with a second by Ms. Gold to allow the Executive Committee to approve end-of-year line item transfers. The motion passed 9-0.

Mr. Jones made a motion, with a second by Ms. McElhaney, to approve the Differentiated Pay Plan. The motion passed 9-0.

Mr. Jones made a motion, with a second by Ms. Hill to approve the following resolutions: Resolution to Budget Additional Revenues-Insurance General Purpose, Resolution to Budget Transfer Funds Education Capital Projects Fund 177, and Resolution to Transfer Funds General Purpose School Fund. The motion passed 9-0.

Mr. Woodard made a motion, with a second by Ms. Gold, to approve the following 24.01 original budgets: Consolidated Admin, Title I, Title II, Title III, Title IV, IDEA-B, and IDEA Preschool. The motion passed 9-0.

There was no new business.

During the Director's Report:

Director Sorrells read a thank you note from retired teacher Mrs. Mitzi Whaley.

The meeting adjourned at 6:14 p.m.

Respectfully Submitted,

Julie Keny Cathey, Chair

Jacob Sorrells, Director

June 22, 2023

The Executive Committee of the Marshall County Board of Education, comprised of Chairman of the Board Julie Keny Cathey and Director of Schools Jacob Sorrells, spoke by phone Thursday, June 22, 2023, at 12:15 p.m. to approve end-of-the-year line item transfers. Finance Director Chris Lowe was also in attendance.

Mr. Lowe stated that the line item transfers were for both General Purpose and Food Service.

The executive committee voted 2-0 to approve the line item transfers.

The meeting adjourned at 12:20 p.m.

Respectfully Submitted,

Julie Keny Cathey, Chair

Jacob Sorrells, Director

I would like to recommend the following to serve as Personnel Hearing Officers for 2023-2024:

Jennie Carroll – Human Resources Supervisor

Ginger Tepedino – Attendance Supervisor

Jerrie Henry – Truancy Intervention Specialist

Tres Beasley – Supervisor of Support Services

Jacob Sorrells

Marshall County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Student Disciplinary Hearing Authority	Descriptor Code: 6.317	Issued Date: 12/09/13
		Rescinds: 6.317	Issued: 11/13/08

1 A Disciplinary Hearing Authority (DHA)¹ will conduct hearings for students who have been
2 suspended/expelled/remanded for more than ten (10) school days. The Board shall appoint members of
3 the DHA which shall consist of nine (9) members, (maximum number must not exceed total membership
4 of Board) at least two (2) of which shall be licensed employees of the board, appointed to one (1) year
5 terms and subject to reappointment. Board members shall not serve on the DHA.

6 The director of schools shall appoint a chairman of the DHA from the members appointed by the Board.
7 The chairman shall perform the following duties:

- 8 1. Identify the members of the DHA assigned to hear each individual case;
- 9 2. Prepare and disseminate the minutes of each meeting; and
- 10 3. Set the time, place and date for each hearing.

11 At the conclusion of each hearing, the chairman shall sign and maintain a copy of the minutes of the
12 meeting.

13 The DHA shall notify the parent or guardian of the student, the student, and any other appropriate person
14 of the time, place and date of the hearing.

15 Each hearing shall be conducted by at least three (3) members of the DHA, one of which must be a
16 licensed employee of the Board. The hearing must be held, a decision must be rendered, and notification
17 of the decision must be provided to the parents and/or student and the principal no later than ten (10)
18 days after the beginning of the suspension/expulsion. Notification of the decision shall include a
19 statement of the right of either party within five (5) days after receiving the decision to request a review
20 by the Board.

21 The DHA may take the following disciplinary actions:

- 22 1. Affirm the decision of the school principal;
- 23 2. Order removal of the suspension/expulsion unconditionally;
- 24 3. Order removal of the suspension/expulsion upon such terms and conditions as it deems
25 reasonable;
- 26 4. Remand the student to alternative placement; or
- 27 5. Suspend/Expel/Remand the student for a specified period of time.

28 If the student, principal, principal-teacher or assistant principal requests a review, then the Board shall
29 either review the record or grant a second hearing.

30 If the Board chooses to review the record it shall:

- 1 1. Affirm the decision of the hearing authority; or
- 2 2. Modify the decision to a lesser penalty*; or
- 3 3. Grant a hearing before the Board.

4 If the Board chooses to grant a hearing, it may:

- 5 1. Affirm the decision of the hearing authority; or
- 6 2. Modify the decision in any manner*; or
- 7 3. Impose a more severe penalty than that of the hearing authority.

8 The notice of the hearing shall include a statement that, unless the student's parent or guardian requests
9 an open hearing in writing within five (5) days of receipt of the notice, any hearing will be closed to the
10 public.²

11

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16

17 ***Note: Zero-tolerance offenses set forth in statute (firearms, drug possession and battery upon a**
18 **school employee) require mandatory calendar year expulsion or assignment to alternative**
19 **placement for a calendar year unless modified by the director of schools.**

20

21

22

Legal References:

1. TCA 49-6-3401(c)(4)
2. TCA 49-6-3401(c)(6)

Cross Reference:

Suspension/Expulsion/Remand 6.316

Marshall County Schools

Student Disciplinary Hearing Authority (SDHA) Proceeding

1. CALL HEARING TO ORDER.

SDHA Presiding Officer:

“This hearing is being conducted in accordance with Marshall County Board of Education policy #6.317 and in accordance with the Tennessee Education Code Title 49, Chapter 6, and Section 3401. The Student Disciplinary Hearing Authority, or SDHA, has convened to hear alleged charges and determine any appropriate disciplinary action against:

(Name of Student)

I am _____, presiding officer of the SDHA.

Other participants are:

(SDHA members introduce themselves by stating their name and title – go around the table for SDHA members)

“Will the principal or other administrator who is presenting this matter and representing the school district please introduce themselves.”

(Principal and/or other administrator introduce themselves by stating their name and title.)

“Will the student and his/her parents or guardians introduce themselves.”

“The proceedings before the SDHA will be electronically recorded. The recording is the official transcript of the hearing.”

“The nature of the hearing is to hear the evidence relative to the charges against you. The SDHA is not bound by rules of evidence, but will make its recommendations based upon the kind of evidence that persons would normally use in making a decision.”

2. NOTIFICATION TO LEGAL COUNSEL (**IF PRESENT**)

“This is neither a legal nor administrative hearing. It is a disciplinary hearing conducted in accordance with the aforementioned policy of the Marshall County Board of Education. Counsel may observe, take notes, or address the panel during the proceedings. Counsel is not allowed to question the administration or panel. Cooperation of counsel is appreciated.”

3. PRESENTATION OF DISTRICT’S EVIDENCE

- a. “ _____ (*name of school administrator*), please present the school district’s evidence in this matter.”
- b. “SDHA members, do you have any questions or require any clarifications from the administration before proceeding to the student’s defense?”

4. PRESENTATION OF STUDENT’S CASE (DEFENSE)

- a. “ _____ (*student’s name*), do you have anything to say in your defense?” **(IF student does not understand what to do, continue stating, “in other words, is there any reason you are not guilty of the charges or is there any reason for your action which we should take into account in considering appropriate discipline?”**
- b. “ Mr. (and Mrs.) _____ (*parents’ names*), do you have anything to say in _____ (*student’s name*) defense?”
- c. SDHA members, do you have any questions, or require clarification, from the student or parents?

5. ADMINISTRATION RECOMMENDATIONS

“What is the recommendation of the administration?”

6. CLOSING REMARKS

“We will now allow each side to present a closing remark if it chooses.”

- a. District:

“ _____ (*administrator’s name*), do you have anything you would like to say before we deliberate and reach a decision in this matter?”

b. Student:

“_____ (*student's name*), do you have anything you would like to say before we deliberate and reach a decision in this matter?”

c. SDHA members:

“SDHA members, do you have anything you would like to ask of the administration, student or parents before we deliberate and reach a decision in this matter?”

7. RECESS HEARING FOR DELIBERATION

“This hearing is now recessed while we deliberate. I would ask that the administration and the student and any representatives please wait outside the room.”

8. DELIBERATION BY SDHA:

-SDHA deliberates and reaches a decision.

-It is recommended (but not required) that all student cases for a multiple student incident be heard in order, and deliberations follow the last case.

-Did the school district follow the provisions in the Education Code?

-Were the charges substantiated by a preponderance of evidence?

-Is there anything we can do to assist in constructively modifying behavior?

-What action shall we take?

9. RECONVENE HEARING

Student SDHA Hearing: Finding of Fact/Orders

“The Student Disciplinary Hearing Authority of the Marshall County Board of Education, after having reviewed the evidence presented at the student disciplinary hearing of:

_____ (*student's name*)

on _____ (*date*) finds and orders as follows.”

10. STATEMENT OF APPEAL RIGHTS

“You will also receive this decision in writing and an acknowledgement of agreement for any conditions for a suspension. You have the right to appeal this decision to the Board of Education in accordance with Board Policy #6.317 within 5 calendar days from the date of this hearing. This policy also explains the appeal process and your appeal rights. Do you have any questions or require any clarification?”

11. ADJOURN

“This hearing stands adjourned.”

DATE: _____ TIME: _____

By: _____
Presiding Officer, Student Disciplinary Hearing Authority

Director of Schools

**MEMORANDUM OF UNDERSTANDING
BETWEEN
Marshall County
AND
Marshall County Sheriff's Department
AND
Marshall County School System**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the above-named parties. Each individually as "Party" or collectively as "Parties".

WHEREAS, well developed School Resource Officer ("SRO") programs provide the crucial link between schools and law enforcement agencies in their continued efforts to establish and maintain safe and secure learning environments. An SRO, as part of his/her day-to-day operations, will be responsible for responding to all criminal acts committed at the school.

WHEREAS, the term School Resource Officer ("SRO") has the same meaning as in Tennessee Code Annotated § 49-6-4202(6). "School resource officer" means a law enforcement officer, as defined under § 39-11-106, who is in compliance with all laws, rules, and regulations of the peace officers standards and training commission and who has been assigned to a school in accordance with a memorandum of understanding between the chief of the appropriate law enforcement agency and the LEA." The term "law enforcement officer" as defined under § 39-11-106 means an "officer, employee, or agent of government who has a duty imposed by law to (a) maintain public order; or (b) make arrests for offenses, whether that duty extends to all offenses or is limited to specific offenses; and (c) investigate the commission or suspected commission of offenses." An SRO acts as a liaison between the police agency, the school, and the community. This does not include a School Safety Officer or a School Security Officer.

WHEREAS, the term Local Education Agency ("LEA") has the same meaning as in Tennessee Code Annotated § 49-1-103(2). "Local education agency (LEA)", "school system", "public school system", "local school system", "school district", or "local school district" means any county school system, city school system, special school district, unified school system, metropolitan school system, or any other local public school system or school district created or authorized by the general assembly."

NOW THEREFORE, in consideration of the mutual promises contained herein, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

- I. PURPOSE OF MOU. The purpose of this MOU is to set forth the obligations of the Parties with respect to the placement of School Resource Officers ("SROs") in schools and with respect to planning and funding related thereto for the purpose of providing a law enforcement presence at each school. For the purposes of selecting and assigning SROs, the term "Sheriff" shall include**

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AS A PUBLIC RECORD PURSUANT TO TENN. CODE ANN. § 10-7-504(p)**

the duly elected Sheriff or an authorized Sheriff Deputy designated by the Sheriff to oversee the SRO program. The term "Chief of Police" shall include the appointed Chief of Police or an authorized Officer designated by the Chief of Police to oversee the SRO program.

- II. **AUTHORITY.** This MOU is to serve as the template MOU for the SRO grant funded program authorized by Public Chapter 418 of the 113th Tennessee General Assembly and shall be executed between a local law enforcement entity and the LEA or public charter school and presented to the Tennessee Department of Safety and Homeland Security as part of the application process for grant funding.

This MOU is also made and entered into pursuant to the authority contemplated by Tennessee Code Annotated Sections 49-6-4201 et seq., and specifically the authority granted to the Parties under Tennessee Code Annotated Section 12-9-101 et seq., which provides that one (1) or more public agencies may contract with any one (1) or more public agencies to perform any governmental service, activity, or undertaking which each public agency entering into is authorized by law to perform; provided that such MOU shall be authorized by the governing body of each Party. Contracts entered into pursuant to Tennessee Code Annotated § 12-9-108 need not conform to the requirements set forth in this chapter for joint undertakings.

- III. **GENERAL RESPONSIBILITIES OF LOCAL EDUCATION AGENCY (LEA) or PUBLIC CHARTER SCHOOL.**

- A. Shall provide materials and facilities at each school location as are necessary for the SRO's performance of his/her function as an SRO at the assigned schools including, but not limited to the following:
- i. A secured climate-controlled and properly lighted office large enough, at a minimum, to adequately accommodate a desk, two (2) chairs, a gun safe, and a lockable file cabinet and be located as reasonably possible near the main office;
 - ii. A landline telephone to be located in the office;
 - iii. Access to a computer work station; and
 - iv. Secretarial assistance when needed by the SRO.
- B. Shall allow the SRO assigned to schools untethered access to the school facilities as required for the SRO to perform his/her duties on school property.
- C. Shall be responsible for all aspects and costs of operation of its schools and nothing herein shall place any monetary obligation on the County or City unless specifically provided for herein.

- D. Shall assist the SRO in the provision of his/her duties and responsibilities if requested by the Sheriff's Office or the assigned SRO.

IV. GENERAL RESPONSIBILITIES OF SHERIFF'S OFFICE or POLICE DEPARTMENT. The Sheriff or Chief of Police, on behalf of the County or City, shall have the following responsibilities:

- A. The Sheriff or Chief of Police shall have the sole authority to conduct background checks, hire, select, discharge, discipline, outfit, provide equipment, and determine (within the parameters established by state law) the qualifications of SROs. The Sheriff or Chief of Police may involve school administrators in the selection process at his/her discretion.
- B. Assign supervisors to oversee the SRO program and to perform non-scheduled visits to schools in which an SRO has been assigned.
- C. Assign SROs to the schools within the jurisdiction of the Local Education Agency (LEA) or Public Charter School pursuant to a full-time schedule. The grant funding is for a full-time SRO to be dedicated to each particular school.
- D. The sole authority to determine the duty hours of the SRO and the qualifications thereof, subject to the provision of IV.E. below.
- E. To the degree required by applicable law, ensure that all SROs maintain qualifications and satisfactorily accomplish continuing training and continuing education required for the SROs to maintain state required qualifications as provided in Tennessee Code Annotated § 49-6-4217. The County or City will remain responsible for the costs associated with the obligations contained in this Section IV.E.

V. QUALIFICATIONS OF AN SRO.

- A. An SRO must be a POST-certified, sworn officer of a law enforcement agency within the jurisdiction that includes the school community being served.
- B. An SRO is recommended to have at least two (2) years' experience as a police officer or the equivalent in order to be able to draw upon the expertise and experience of traditional police work when performing their duties in a school setting.
- C. An SRO should not only be selected based on specific qualifications, but on a genuine desire to work with youth. Due to the nature of the SRO position, the majority of the time is spent interacting with youth. The ability of an SRO to connect with students and provide positive and enriching relationships is a very important trait that will have a positive effect on the school's overall climate.

VI. TRAINING FOR AN SRO AND SCHOOL PERSONNEL.

- A. An SRO should receive forty (40) hours of specialized training provided by the Department of Justice, the National Association of School Resource Officers, Tennessee Association of School Resource Officers, Tennessee Law Enforcement Training Academy (TLETA), or other appropriate and recognized entity within one (1) year of being hired or assigned to a school, whichever is earlier. Due to the nature of the role of an SRO, it being significantly different than that of a traditional patrol officer, the SRO position requires skills and knowledge that may not be addressed in traditional law enforcement training. Therefore, it is important for an SRO to receive specialized training that will prepare him/her to work in a school setting.
- B. After the initial forty (40) hours of specialized training, an SRO should attend sixteen (16) hours per year of training specific to his/her SRO duties in addition to the twenty-four (24) hours of POST-certified training that is annually required. Annual training ensures an SRO remains up-to-date with school related issues, trends, and best practices and provides the SRO with the knowledge and ongoing professional development necessary to perform the duties of an SRO.
- C. Planning and training for emergencies and school safety should be conducted collaboratively by SROs and school personnel. Both should take an active role in training school personnel regarding emergency management issues. The development and implementation of school safety plans should be a collaborative effort, and school personnel should include and engage other first responders in the community.

VII. INFORMATION EXCHANGE. To best serve both the school and the law enforcement agency, it is important that lasting, long-term collaborations take place. The school and the law enforcement agency should participate in an open exchange of information and resources to better serve the students and the community. It may be necessary to formalize information-sharing procedures in order to address student confidentiality concerns.

VIII. GENERAL DUTIES OF AN SRO.

- A. The SRO shall not act as school disciplinarians, nor make decisions regarding school discipline. The SRO shall not be involved in the enforcement of disciplinary infractions that do not constitute violations of the law. The SRO shall retain full law enforcement authority and will take law enforcement action as appropriate. As soon as practical, the SRO will notify the head of the school of any such action. The SRO will comply with applicable state and federal law as they apply to SROs regarding special education students.

- B. The basic duties of SROs include monitoring those who visit schools, providing assistance for disruptive students, and enforcing applicable laws.
- C. An SRO may assist in any class as a guest speaker if requested by the head of the school in which the SRO is assigned.
- D. To the extent that the SRO may do so under the authority of law, the SRO will take appropriate law enforcement action as the SRO deems is appropriate including, but not limited to action against intruders and unwanted guests who may appear at the school and related school functions. As practical, the SRO will advise the head of the school before requesting additional police assistance on campus.
- E. The SRO may establish new programs relating to security and safety of the students and faculty but only after permission is granted by the Sheriff or Chief of Police and the head of the school in which the SRO is assigned.
- F. The SRO will assist other law enforcement officers in matters regarding his/her school assignment whenever necessary.
- G. The SRO shall make examination of all exterior doors to ensure they are locked or secured.
- H. SROs may have other specific duties and responsibilities as defined by the Sheriff's Office or Police Department.

IX. ADDITIONAL DUTIES OF AN SRO FOR MIDDLE AND HIGH SCHOOLS.

- A. The SRO will become familiar with all community agencies that offer assistance to youth and their families including, but not limited to school-based behavioral health liaisons, mental health clinics, mental health liaisons, and drug treatment centers. The SRO may recommend referrals to such agencies once the SRO notifies the head of the school.
- B. If requested by the head of the school and upon approval of the Sheriff or Chief of Police, the SRO may attend parent/faculty meetings to promote support and understanding of the SRO program.
- C. If an SRO determines it necessary, the SRO may, in accordance with applicable state and federal laws regarding the questioning of juveniles, conduct formal police interviews with students and faculty. The interviews shall also be conducted in conformance with the SRO's employing agency's policies and procedures, the LEA or Public Charter School policies, and all applicable laws.

- D. The SRO may act as an instructor for the Drug Abuse Resistance Education ("D.A.R.E.") and for other related short-term programs at the assigned school if requested by the head of the school and approved by the Sheriff or Chief of Police.
- E. Upon approval of the Sheriff or Chief of Police, an SRO may be assigned to investigate incidents relating to thefts, alcohol or drug use, or any other crime occurring at the school in which the SRO is assigned.
- X. **DISMISSAL AND REASSIGNMENT OF AN SRO.** In the event the head of the school to which an SRO is assigned determines that the assigned SRO has failed to perform his/her duties and responsibilities, he/she may make a written request to the Superintendent or Director to request reassignment of the SRO including the reasons supporting the request. If the Superintendent or Director determines the request is valid, the Superintendent or Director shall promptly forward the written request to the Sheriff or Chief of Police for his/her consideration. The Sheriff or Chief of Police may, in his/her complete discretion, request a meeting with the head of the school to which an SRO is assigned and the SRO to determine whether reassignment is appropriate. The Sheriff or Chief of Police may request the Superintendent or Director to attend the meeting. If a meeting is held, the Sheriff or Chief of Police shall take the comments and written request into consideration in determining whether the SRO will be reassigned. Should the Sheriff or Chief of Police determine a meeting with the head of the school to which an SRO is assigned would not be advantageous, the Sheriff or Chief of Police shall determine whether the SRO shall be reassigned based on the information provided to him/her. The authority to reassign an SRO shall be in the complete discretion of the Sheriff or Chief of Police.
- XI. **RECORDS.** The SRO will maintain detailed and accurate records of all actions taken by the SRO and general operations relating to the SRO program and shall submit those records to the Sheriff's Office or Police Department.
- XII. **TERM.** The initial term of this MOU shall commence on the date this MOU is fully executed by the Parties and shall continue until June 30, 2024. The grant funding program requires an annual application for funding and an annual execution of an MOU.
- XIII. **TERMINATION.**
- A. **Termination for Convenience.** Any Party may terminate this MOU at any time by providing thirty (30) calendar days' written notice to the other Parties. Notice shall also be given to the Tennessee Department of Safety and Homeland Security. Such termination shall not affect in any manner any prior existing obligations between the

Parties. Any unspent grant funding shall be returned to the Tennessee Department of Safety and Homeland Security.

B. Termination for Lack of Funding. Should any Party fail, after exercising good faith effort, to obtain the grant funding for the provision of SROs, this MOU shall be terminated immediately upon receiving written notice from the Tennessee Department of Safety and Homeland Security that the requirements for grant funding were not met. Termination for lack of funding shall not be deemed termination for breach.

XIV. RELATIONSHIP OF THE PARTIES. The SROs assigned to schools shall be considered employees of County, Sheriff's Office, City, or Police Department and shall be subject to the employing agency's control, supervision, and chain of command. The assigned SROs shall not be considered employees of the Local Education Agency (LEA) or the Public Charter School. Assigned SROs will be subject to current procedures and policies in effect for his/her employing agency, including attendance at all mandated training and testing to maintain state law enforcement certification. This MOU is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, or formal business association or organization of any kind between the Parties, and the rights and obligations of the Parties shall be only those expressly set forth in this MOU.

XV. COOPERATION. The Parties agree to cooperate fully in order to successfully execute the terms and conditions of this MOU, including obtaining all regulatory and governmental approvals required by this MOU recognizing that the intent of each party to other parties is to serve the individual interests of each party while respecting the conditions and obligations of this MOU.

XVI. ADMINISTRATION. This MOU shall be administered by the head of the Local Education Agency (LEA) or Public Charter School for the Local Education Agency (LEA) or Public Charter School and the Sheriff or Chief of Police shall administer this MOU on behalf of the County or City.

XVII. LIMITATION ON LIABILITY. Each Party shall be responsible for its own actions and the actions of its employees, contractors, subcontractors, and agents conducted pursuant to this MOU. No Party shall be liable for claims against another party unless liability is imposed under the Tennessee Governmental Tort Liability Act.

XVIII. GENERAL TERMS.

A. Choice of Law and Forum. This MOU shall be exclusively governed by the laws of the State of Tennessee. In the event that any section and/or term of this MOU, or any exhibits hereto, becomes subject to litigation, the venue for such action will be exclusively

maintained in a court of competent jurisdiction sitting in the County in which the Local Education Agency (LEA) or Public Charter School is located.

- B. **Notices.** All notices, demands, and requests to be given hereunder by any Party shall be in writing and must be sent by certified or registered mail and shall be deemed properly given if tendered at the address below or at such other address as any Party shall designate by written notice to the other Parties.

County or City: Name of County or City - Marshall County
Street Address - 1108 Courthouse Annex

ATTN: County Mayor Mike Keny
Lewisburg, TN 37091

Sheriff or Name and Title - Sheriff Billy Lamb
Chief of Police: Street Address - 209 1st AVE North

Lewisburg, TN 37091

LEA or Public Charter Name of LEA or Public Charter School - Marshall County School System
School: Street Address - 700 Jones Circle

ATTN: Director of Schools Jacob Sorrells
Lewisburg, TN 37091

- C. **Entire Understanding and Modifications in Writing.** This MOU and any exhibits included herewith at the time of execution of this MOU contain the entire MOU between the parties, and no statement, promises, or inducements made by any party or agency of any party that is not contained in this MOU shall be valid or binding and this MOU may not be enlarged, modified, or altered except in writing and signed by the parties and attached hereto.
- D. **Dispute Resolution.** The Parties may agree to participate in non-binding mediation in an attempt to resolve any disputes. Notwithstanding the foregoing statement, any claims, disputes, or other matters in question between the Parties to this MOU, arising out of or relating to this MOU or breach thereof, shall be subject to and decided by a court of law.
- E. **Assignment.** The rights and obligations of this MOU are not assignable.

- F. **Waiver.** No waiver of any provision of this MOU shall be valid unless in writing and signed by the parties against who charged.
- G. **Headings.** The headings in the MOU are for convenience and reference and are not intended to define or limit the scope of any provision of this MOU.
- H. **Employment Practices.** No party shall subscribe to any personnel policy which permits or allows for the promotion, demotion, employment, dismissal, or laying off of any individual due to race, creed, color, national origin, age, sex, or which is in violation of applicable laws concerning the employment of individuals with disabilities. The Parties shall not knowingly hire any unauthorized employees or fail to comply with record keeping requirements set forth in the Federal Immigration Reform and Control Act of 1986, Chapter 878 of the 2006 Tennessee Public Acts, and all other applicable laws.
- I. **Independent Contractor.** The relationship of the Parties shall be that of an independent contractor. No principal-agent or employer-employee relationship is created by this MOU. No party shall hold itself out in a manner contrary to the terms of this paragraph. No party shall become liable for any presentation, act, or omission of any other party contrary to the terms of this paragraph.
- J. **Severability.** If any one or more of the covenants, agreements, or provisions of this MOU shall be held contrary to any expressed provisions of law or contrary to any policy of expressed law, although not expressly prohibited, or contrary to any express provision of public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements, or provisions shall be null and void and shall be deemed separate from the remaining covenants, agreements, or provisions of this MOU.
- K. **Specific Performance.** The Parties recognize that the rights afforded to each under this MOU are unique and, accordingly, County or City shall, in addition to such other remedies as may be available to them in equity, have the right to enforce their respective rights hereunder by an action for injunctive relief and/or specific performance to the extent permitted by law.
- L. **Compliance with Laws.** The Parties shall comply with all laws of the United States of America, the State of Tennessee, and local laws and shall secure all necessary permits and licenses and keep the same in force during the term of this MOU.
- M. **Property.** Each party shall be responsible for acquiring, holding, and disposing of real and personal property used in the provisions of the services and obligations provided herein.

- N. Press Releases. In connection with the provision of SROs or the obligations or duties contained in this MOU, the Parties hereby agree that no party shall issue a press release or other similar external communications regarding this MOU, or otherwise related to the obligations or duties provided herein without written permission from all Parties. The Parties shall mutually agree on the language of any press release, provided that no Party shall unreasonably withhold its approval of the language. The Local Education Agency (LEA) or Public Charter School shall not publicly comment on the actions of a particular SRO without first consulting with the Sheriff or Chief of Police or designee.
- O. List of Schools. The schools covered by this MOU are those listed on Attachment A.
- P. Effective Date. This MOU shall be binding and effective on the date it has been signed by the authorized representative of the Local Education Agency (LEA) or Public Charter School and the Sheriff or Chief of Police.

IN WITNESS WHEREOF, the Parties have executed this MOU effective as of the date and year written below.



Signature of LEA or Public Charter School



Signature of Sheriff or Chief of Police

DATE: 6-20-23

DATE: 6-20-2023

Attachment A follows this page

ATTACHMENT A
SCHOOLS COVERED BY THIS MOU

School Name Chapel Hill Elementary	
Address 415 South Horton Highway	
City Chapel Hill	School # 7

School Name Comersville Elementary	
Address 485 North Main	
City Comersville	School # 18

School Name Comersville School	
Address 323 South Main Street	
City Comersville	School # 20

School Name Delk-Henson Intermediate School	
Address 425 South Horton Highway	
City Chapel Hill	School # 65

School Name Forrest School	
Address 310 North Horton Highway	
City Chapel Hill	School # 30

School Name Lewisburg Middle School	
Address 500 Tiger BLVD	
City Lewisburg	School # 41

School Name Marshall County High School	
Address 661 West Ellington PKWY	
City Lewisburg	School # 47

**THIS IS A CONFIDENTIAL DOCUMENT AND IS NOT SUBJECT TO RELEASE OR DISTRIBUTION
 AS A PUBLIC RECORD PURSUANT TO TENN. CODE ANN. § 10-7-504(p)**

ATTACHMENT A
SCHOOLS COVERED BY THIS MOU

School Name Marshall Elementary	
Address 401 Tiger BLVD	
City Lewisburg	School # 43

School Name Oak Grove Elementary	
Address 1645 Franklin Pike	
City Lewisburg	School # 51

School Name Westhills Elementary	
Address 1352 West Ellington PKWY	
City Lewisburg	School # 60

School Name	
Address	
City	School #

School Name	
Address	
City	School #

School Name	
Address	
City	School #

School Name	
Address	
City	School #

**THIS IS A CONFIDENTIAL DOCUMENT AND IS NOT SUBJECT TO RELEASE OR DISTRIBUTION
AS A PUBLIC RECORD PURSUANT TO TENN. CODE ANN. § 10-7-504(p)**

**MARSHALL COUNTY SCHOOLS
SUPPLEMENTS 2023-2024**

BASE SALARY (BS 5) \$ 49,564

Cornersville High School	Name	Position	%	Supplement
Athletic Director	Eric Crabtree	High School	16	\$7,930
	Eric Crabtree	Middle School	10	\$4,956
Baseball	Brian Hagood	Head	14	\$6,939
	David Looney	Assistant	8	\$3,965 Non-Emp
	Tracey Lovell	Assistant	0	\$0 Non-Pd Volunteer
Basketball, Boys	Dakota Brown	Head	14	\$6,939
	EJ Farbman	Assistant	8	\$3,965
	TBD	Assistant	0	\$0 Non-Pd Volunteer
Basketball, Girls	Hayden McMahon	Head	14	\$6,939
	EJ Farbman	Assistant	8	\$3,965
BETA Club, HS	Olivia Steely			\$675
	Lane Worley			\$675
Cheerleading	Scarlett King	Head	12	\$5,948
	Laura Osborne	Assistant	9	\$4,461
Cross Country	Ben Putman	Head	8	\$3,965
	Amanda Putman	Assistant	6	\$2,974
Football	Eliot Cook	Head	18	\$8,922
	Hayden McMahon	Off Coord	10	\$4,956
	Jason Starr	Assistant	9	\$4,461
	Herbert Foster	Assistant	9	\$4,461
	Louis Scheuchenzuber	Def Coord	10	\$4,956
	John Conklin	Assistant	9	\$4,461
	Andy Woodard	Assistant	0	\$0 Non-Pd Volunteer
	Henlee Mitchell	Assistant	0	\$0 Non-Pd Volunteer
	Jason Starr	Assistant	0	\$0 Non-Pd Volunteer
	Bradley Woodard	Assistant	0	\$0 Non-Pd Volunteer
	Charles Brown	Stats	0	\$0 Non-Pd Volunteer
	Dusty Nance	Hudl Sideline		Non-Pd Volunteer
	Golf	Dakota Brown	Head	8
Science Club	Lindsey Bledsoe		\$1,350	
Soccer, Girls	Nathan Collier	Head	8	\$3,965 Non-Emp
	Elizabeth Taylor	Assistant	6	\$2,974 Non-Emp
Softball		Assistant		\$0 Volunteer
	Nathan Polk	Head	14	\$6,939 Non-Emp
	Timmy Hopkins	Assistant	8	\$3,965 Non-Emp
	Dwayne Singleton	Assistant	0	\$0 Non-Pd Volunteer
Student Council	Karen Stewart			\$1,350
Yearbook	Olivia Hser			\$1,350
Wrestling	Jeff Gross	Head	8	\$3,965
	Katie Viazcon	Assistant	6	\$2,974
FBLA	Vicky Carlton			\$1,350
FCCLA	Sabrina Tarr			\$1,350
FFA	Lane Worley			\$1,350

Middle School Supplements:

Baseball		Head	8	\$3,965 Non-Emp
		Assistant	3	\$1,487 Non-Emp
		Assistant	0	\$0 Non-Pd Volunteer
		Assistant	0	\$0 Non-Pd Volunteer
Basketball, Boys	Dakota Brown	Head	8	\$3,965
	Ben Putman	Assistant	6	\$2,974
Basketball, Girls	Carson Coble	Head	8	\$3,965
	Karah McMahon	Assistant	6	\$2,974
	Leanne Coble	Assistant		Non-Pd Volunteer
BETA Club	Jill Worley			\$1,200
Cheerleading	Sara Fowler/Penny Finley	Head	7	\$3,469 Non-Employee
Football	John Conklin	Head	10	\$4,956
	Herbert Foster	Assistant	6	\$2,974
	John Luna			Non-Pd Volunteer
	Josh Polly			Non-Pd Volunteer
	Ken Lee			Non-Pd Volunteer
	Billy Osterman			Non-Pd Volunteer
Softball	Ali Peaster	Head	8	\$3,965
	Holly Barnes	Assistant	3	\$1,487 Non-Emp
	Aleia Childress	Assistant	0	\$0 Non-Pd Volunteer
	Dwayne Singleton	Assistant	0	\$0 Non-Pd Volunteer
Student Council	Teagan Lowe			\$1,200
				<u>\$171,942</u>

Forrest High School

Athletic Director	Oakey Gaskill	High School	16	\$7,930	
	Kyle Stacey	Middle School	10	\$4,956	
Baseball	Andy Burkett	Head	14	\$6,939	
	Chandler Harmon	Assistant	8	\$3,965	
	Bryce Oliver	Assistant	8	\$3,965	
	Grayson Whaley				Non-Pd Volunteer
Basketball, Boys	Bryan Weakley	Head	14	\$6,939	
	Tyler Rumley	Assistant	8	\$3,965	Non-Emp
Basketball, Girls	Shane Chapman	Head	14	\$6,939	
	Jessica Preston	Assistant	8	\$3,965	Non-Emp
	Lance Smith				Non-Pd Volunteer
BETA Club, HS	Libby Stubblefield			\$1,350	
Cheerleading	Rhonda Armstrong	Head	12	\$5,948	
	Kendra Burkett	Assistant	9	\$4,461	
Football	Eli Stephenson	Head	18	\$8,922	
	Josh Lance	Off Coord	10	\$4,956	
	Ryan Bridges	Def Coord	10	\$4,956	
	Jason Hill	Assistant	9	\$4,461	Non-Emp
	Tony Johnson	Assistant	9	\$4,461	
	Chad Hardin	Assistant	9	\$4,461	Non-Emp
	Larry Chapman	Assistant	0	\$0	Non-Pd Volunteer
	Joseph Haynes	Assistant	0	\$0	Non-Pd Volunteer
HS Band	Caleb Boone	Head	12	\$5,948	
	Coley Koch	Assistant	6	\$2,974	Non-Emp
HS Cross Country	Kelli Webb	Head	8	\$3,965	
	Josh Webb	Assistant	6	\$2,974	
Wrestling	Mike McCoy	Head	8	\$3,965	
	TBD	Assistant	6	\$2,974	
Golf	Andy Burkett	Head	8	\$3,965	
Soccer, Boys	Tony Johnson	Head	8	\$3,965	
	Jason Ellis	Assistant	6	\$2,974	
Soccer, Girls	Jason Ellis	Head	8	\$3,965	
	Brandon Pfeifer	Assistant	6	\$2,974	Non-Emp
	Jessica Johnson				Non-Pd Volunteer
	Brady Bennett				Non-Pd Volunteer
Softball	Shelby Lightfoot	Head	14	\$6,939	
	Ricky Stinnett	Assistant	8	\$3,965	Non-Emp
	Ally Blanton	Assistant	8	\$3,965	Non-Emp
Student Council	Tracy Hall			\$1,350	
Drama Club	Mickey Smith			\$1,350	
Volleyball	Shanna Swift	Head	8	\$3,965	
	Jessica Tucker	Assistant	6	\$2,974	
Yearbook	Rebecca Blount			\$1,350	
	Shanna Swift				
HOSA	Krista Dillon			\$1,350	
FBLA	Shanna Swift			\$1,350	
FFA	Rebecca Blount			\$1,350	

Middle School Supplements:

Baseball	Josh Harmon	Head	8	\$3,965	
	Danny Morgan	Assistant	3	\$1,487	
	Keith Harber				Non-Pd Volunteer
	Chad Hardin				Non-Pd Volunteer
Basketball, Boys	Shawn Rollins	Head	8	\$3,965	
	Tyler Rumley	Assistant	6	\$2,974	
	Adam Hall				Non-Pd Volunteer
Basketball, Girls	Madison Curtis	Head	8	\$3,965	
	Kyla Young	Assistant	6	\$2,974	Non-emp
BETA Club	Lee Perryman			\$1,200	
	Shelby Lightfoot				
Cheerleading	Heather Roberson	Head	7	\$3,469	
Football	Tony Johnson	Head	10	\$4,956	
	Danny Morgan	Assistant	6	\$2,974	
	Zach Russell	Assistant	6	\$2,974	Non-Emp
	Homer Jones	Assistant			Non-emp
Softball	Ally Blanton	Head	8	\$3,965	Non-emp
	Leanne Cook	Assistant	3	\$1,487	
	Adam Hall				Non-Pd Volunteer
Volleyball	Kylee Clement	Head	6	\$2,974	Non-emp
	Pam Gentry	Assistant	3	\$1,487	
Student Council	Nikki Curry			\$600	
	Karen LeMay			\$600	
Chorus/Band	Caleb Boone		3	\$1,487	
MS Yearbook	Shanna Swift			\$600	
	Rebecca Blount			\$600	
				<u>\$212,793</u>	

Lewisburg Middle School

Athletic Dir	Jimmy Henson		10	\$4,956	
Football Coach	Bobby Wayne Lee	Head	10	\$4,956	
Football Coach	Chris Mason	Assistant	6	\$2,974	
Football Coach	A'Ky Howard	Assistant	6	\$2,974	
Football Coach		Assistant	6	\$2,974	Non-Emp
Football Coach	TBD	Assistant	6	\$2,974	
Basketball, Boys	Jimmy Henson	Head	8	\$3,965	
Basketball, Boys		Assistant	6	\$2,974	Non-Emp
Basketball, Girls	Chris Mason	Head	8	\$3,965	
Basketball, Girls		Assistant	6	\$2,974	
Softball	Carson Coble	Head	8	\$3,965	
Softball	Sydney Solomon	Assistant	3	\$1,487	Non-Emp
Cross Country	Beau Hardison		6	\$2,974	
Tennis	David Lovell	Head	6	\$2,974	
Tennis	TBD	Assistant	1.5	\$743	
Tennis		Assistant	1.5	\$743	
Swim	Jeff Bourne	Head	6	\$2,974	Non-Emp
Swim	TBD	Assistant	3	\$1,487	
Cheerleading	Marlena Brewer		3.5	\$1,735	
Cheerleading			3.5	\$1,735	
Student Council	Sara Fowler			\$1,200	
BETA Club	Tamela Haislip			\$1,200	
Yearbook	Hailey Ishee			\$1,200	
Baseball	Beau Hardison	Head	8	\$3,965	
Baseball		Assistant	1.5	\$743	Non-Emp
Baseball		Assistant	1.5	\$743	
Chorus/Band	Nathan Hargis		3	\$1,487	
Volleyball	Trenda Johnson	Head	6	\$2,974	
Volleyball	Mike Barber	Assistant	3	\$1,487	
				<u>\$71,503</u>	

Marshall County High School

Athletic Director	Kevin McGehee		16	\$7,930		
Baseball	Ryan Henry	Head	14	\$6,939		
	Hunter Haurez	Assistant	8	\$3,965		
	TBD	Assistant	8	\$3,965		
Basketball, Boys	Lavon King	Head	14	\$6,939		
	Gerrard Randolph	Assistant	8	\$3,965		
	Anthony McClain	Assistant	8	\$2,000	School Paid	
Basketball, Girls	David Steely	Head	14	\$6,939		
	Ray Steely	Assistant	4	\$1,983	Non-Emp	
	Kirk Mclean	Assistant	4	\$1,983		
Cheerleading	Caroline Mills	Head	12	\$5,948		
	Lacy Hooten	Assistant	9	\$4,461		
Football	Thomas Osteen	Head	18	\$8,922		
	Josh Beddingfield	Coordinator	10	\$4,956		
	Gerrard Randolph	Coordinator	10	\$4,956		
	Ron Shirey	Assistant	9	\$4,461		
	Sam Hubbell	Assistant	9	\$4,461		
	Danny Pickle	Assistant	9	\$4,461		
	Mike Riazzi	Assistant	9	\$4,461		
	Blair Conger	Assistant	9	\$4,461		
	Golf	Kelly Scott	Head	8	\$3,965	
	Tennis	Nick Phillips	Head	8	\$3,965	Non-Emp
Bob Phillips		Assistant	6	\$2,974		
Soccer, Boys	Mike Livingston	Head	8	\$3,965		
	TBD	Assistant	6	\$2,974	Non-Emp	
Soccer, Girls	Mike Livingston	Head	8	\$3,965		
	TBD	Assistant	6	\$2,974		
Softball	Amy Bonner	Head	14	\$6,939		
	Robert Smeets	Assistant	8	\$3,965		
	Alli Hobbs	Assistant	8	\$3,965		
	Steve Hobbs	Assistant	0	\$2,000	School Paid	
Volleyball	Lori Lancaster	Head	8	\$3,965		
	Teagan Lowe	Assistant	6	\$2,974		
Bowling	Travis Hillis	Head	6	\$2,974		
Swimming	Jeff Borne	Head	8	\$3,965	Non-Emp	
	Angela Wilsford	Assistant	6	\$2,974	Non-Emp	
Cross Country	Heather Denton	Head	8	\$3,965		
	John Denton	Assistant	6	\$2,974		
Wrestling	Tom Yelton	Head	8	\$3,965		
	Juan Sagastume	Assistant	6	\$2,974	Non-Emp	
Band	Clayton Sawyer	Director	12	\$5,948		
	TBD	Assistant	6	\$2,974		
Chorus	Kaitlynn Albers	Head	8	\$3,965		
	Naphtail Rothrock	Assistant	6	\$2,974	Non-Emp	
BETA Club	Jenna Wilson			\$675		
	Laurie Crowell			\$675		
FBLA	Kim Anderson			\$1,350		
FCCLA	Mary Brewer			\$1,350		
Student Council	Vanessa Sweeney			\$1,350		
Yearbook	Kim Anderson			\$1,350		
Technology	Melanie Liggett			\$1,500	School Paid	
				<u>\$194,646</u>		

Chapel Hill Elementary School

Chorus	TBD			\$900	
Yearbook	Laura Stacey			\$900	
				<u>\$900</u>	

		\$1,800
Cornersville Elementary School		
Chorus	+	\$900
	Jessica Newton	\$900 (Pd by CAT)
BETA Club	TBA	\$900
Yearbook	Scarlett King	\$450
Yearbook	Katie Walker	\$450
		<u>\$3,600</u>
Westhills Elementary		
Yearbook	Crossie Jones	\$900
Chorus	Nora Toms	\$900
Student Council	Jason Donahue	\$450
Student Council	Sara Perry	\$450
Honor Club	Ashley Johnson	\$450
Honor Club	Beth Stanford	\$450
		<u>\$3,600</u>
Oak Grove Elementary School		
Chorus	Anna Beth Grant	\$900
Yearbook	Denise Warf	\$900
		<u>\$1,800</u>
Marshall Elementary School		
Chorus	Anna Beth Grant	\$900
Chorus	Todd Campbell	\$900 Pd by Parent Club
Yearbook	Anita Darnell	\$900
		<u>\$2,700</u>
Delk Henson Intermediate		
Yearbook	Jennifer Pate	\$900
Chorus	TBD	\$900
Honor Club	Chloe Bishop	\$450
	Tara Stacey	\$450
		<u>\$2,700</u>
Spot Lowe		
Skills USA	TBD	\$1,350
HOSA	Lynda Skillington	\$675
HOSA	TBD	\$675
		<u>\$2,700</u>
	Total Supplements	\$669,783



February 2, 2023

Jacob Sorrells, Director
Marshall County Schools
700 Jones Circle
Lewisburg, TN 37

Re: Opinion of Probable Cost
Spot Lowe Technology Center Additions
Marshall County, TN
J+B No. Numberless

Dear Mr. Sorrells,

It is the intent of this letter to supply an Opinion of Probable Cost for additions and alterations to the Spot Lowe Technology Center. Three major additions were discussed during a site meeting and walkthrough conducted on January 24, 2023 and are summarized below.

Engineering Lab Addition

The existing lab would be enlarged by construction of a proposed 30'x40' addition resulting in about 1,200 additional square feet. The proposed work would be located on the southwest side of the facility. This addition would extend from the existing building and would end near the edge of the existing sidewalk. The expansion would be constructed of similar materials as the original building. Coordination to ensure the appropriate amount and type of power will be essential in this addition. The facility's existing power supply and distribution may have to be enlarged to support additional needs.

Middle School CTE Program Addition

This proposed addition would extend from two existing exterior walls located on the southeast corner of the existing facility. This addition would be located adjacent to the Lewisburg Middle School. This addition would be approximately 40'x40' for a total of about 1,600 square feet. A new canopy/ covered walk would be included for drop-off and entrance into the new space. As with the previously discussed addition, power and data needs would be heavily coordinated to ensure use and programming success. This addition would also include extending an egress corridor. This expansion could be constructed of materials that would highlight the addition as new programmatic element.

Machine / Program Shop Addition

The existing machine shop would be enlarged by an approximate 30'x30' addition. This would increase the existing two story shop by about 900 square feet. This addition would need to include two high bay doors to the exterior. The proposed area of work is located along the southwest side of the existing facility. This exposed structure space would be constructed of similar materials to the existing building. Power would need to be included from drops from the ceiling to the locations of the equipment. Again, power and data needs would be heavily coordinated to ensure use and programming success.

Additionally, it is my understanding that some security and maintenance upgrades would be a part of this renovation program. These would include items such as replacement of existing doors and windows which have been maintained but are becoming increasingly problematic with age. The replacement of exterior lighting elements around areas of egress. These same

fixtures provide general site lighting, replacement of which would enhance the security of the facility. This could also include the replacement of an approximate 3' band of material that transitions from the brick to the roof edging material. This material's coating has started to peel and has not held on to paint well at other areas.

The director of the facility has also requested the modification of a structural wall to allow access and visual control into an underutilized automotive shop area. This space was originally used as a paint booth but has since become vacant due to the changing class program. If the wall could be modified an additional bay would be opened up for use and training by allowing the instructor to see all stations.

Given the complexity and size of the projects above I would budget for \$300 to \$350 per square foot for new construction to the existing vocational facility. The construction of the space would be relatively straight forward but what would cause the cost to rise some is not having a lot of economy of scale. An example of which would be instead of ordering 100 doors at a discount we may only need 10 doors. Also, given that this is really three additions at different locations around the facility, this adds in a level of complexity. Instead of connecting to the existing building once you have three different connections and areas of site work.

Addressing the power supply concerns is also an unknown at this point because our engineers have not yet been asked to survey the building. Also, once we get into codes review of the existing space we may need to address fire ratings at the stairwells for the second floor as an example of something that would cost more per square foot. Any interior finish renovations could probably be completed for \$150 to \$175 per square foot, we did not discuss any major interior renovations beyond the scope of what was mentioned above but these could be added to the project if funding is available to do so. Additionally, with the expanded areas we may need to recalculate the number of toilets to the number of occupants of the facility and adjust as necessary.

Given the above, it is my opinion, the work discussed could be completed for the following:

3,700 SF additions at \$350 per SF	\$1,295,000.00
Replacement of doors and windows	\$125,000.00
Exterior lighting upgrades	\$25,000.00
Structural wall change	\$85,000.00
Metal band replacement	\$50,000.00
Total	\$1,580,000.00

Please keep in mind, that with the state of construction in our area that these prices are inflated and could fluctuate and have been doing so. However, I believe they are good starting points. We try to be as fiscally conservative as possible, so once we start designing and getting into the minutia of the project, we could probably tighten up these numbers.

Sincerely,

JOHNSON + BAILEY ARCHITECTS, P.C.

John T. Trail, AIA





June 20, 2023

Jacob Sorrells, Director
Marshall County School System
700 Jones Circle
Lewisburg, TN 37091

Re: Architectural Design Proposal
Spot Lowe Technology Center Additions
Lewisburg, TN

Draft Print

06/20/2023 12:14:44 PM

Waiting on cost
proposals from
Civil Engineers.

Dear Mr. Sorrells,

I am glad to hear that grant funding has become available to tackle the expansion of the Spot Lowe Technology Center. We are grateful for the opportunity to continue our service to the Marshall County Board of Education and look forward to this project moving forward. Please accept this letter as our Proposal for Architectural Services.

Our understanding of the project is outlined in the attached Opinion of Probable Cost letter dated February 2, 2023 and was previously submitted on that date. Generally, we understand you are requesting full architectural services to expand the existing facility in three separate areas. The most important aspect of the project will be ensuring adequate power and systems are supplied to the new areas and that the existing utility services can accommodate the planned future uses.

Our proposal will be for complete architectural services as outlined in the AIA Document B101 *Standard Form of Agreement Between Owner and Architect* and will include the following:

Scope of Architect's Basic Services

- Management of design services including code and design criteria research, conduct project meetings, communicate with design team members, and regularly report progress to the Owner.
- Coordinate our services with design team members provided by the Owner (Civil/Site/Landscape Design/Geotechnical)
- Develop a project schedule for Architect's services and anticipated timelines for construction completion.
- Communicate with all governmental and utility authorities as required for project approval.
- Assist the Owner with submittal of necessary documents to governmental authorities as required for project approval.
- Provide Schematic Design Phase Services as follows:
 - Review Owner-furnished program and other project information, applicable codes, laws and regulations related to the Architect's Services

- Preliminary evaluation of the Owner's program, schedule, budget, Project site, project procurement/delivery method, and any other available initial information related to the Project.
- Advise on alternative approach to design and construction of the Project.
- Develop and present a preliminary design including architectural floor plans, preliminary site layout plans (working with the selected Site/Civil Design firm), and preliminary color architectural elevation renderings of the building exterior.
- Submit and present preliminary design to the Lewisburg/Marshall County Planning Commission and Codes as required to get Planning Commission approval of the project.
- Provide Design Development Phase Services as follows:
 - Prepare design development documents including plans, sections, elevations, typical construction details, preliminary building systems layouts (HVAC, Plumbing, Electrical, Structural), and outline specifications that identify major materials and systems for the project.
 - Provide updated cost estimate for the project and/or work with Owner's General Contractor to develop a design development level cost construction cost estimate.
- Provide Construction Documents Phase Services as follows:
 - Develop a complete set of Construction Documents including Drawings and Specifications that set forth in detail the quality levels and performance requirements for the construction of the Project.
 - Construction Documents will incorporate the design requirements of governmental authorities having jurisdiction over the Project.
 - Architect will assist the Owner in procuring a General Contractors to perform the work and facilitate the development of a form of agreement between the Owner and Contractor.
- Provide Procurement Phase Services as follows:
 - Architect will assist the Owner in establishing a list of prospective contractors.
 - Architect will assist the Owner in either obtaining competitive bids or negotiated proposals, confirm responsiveness of bids or proposals, determine the successful bid proposal, and awarding and preparing of contracts for construction.
- Provide Construction Phase Services as follows:
 - Provide administration of the Contract between the Owner and Contractor
 - Consult with and act on behalf of the Owner as allowed for in the Owner-Architect Agreement.
 - Evaluate the work of the Contractor through site visits every two weeks during the construction period and inform the Owner of any observed deviations from the Contract Documents and any defects or deficiencies observed in the work.
 - Review and certify amounts due to the Contractor monthly, based upon the observed progress of the Contractor.

- Review submittals made by the Contractor including Shop Drawings, Product Data and Samples for conformance with the Contract Documents.
- Review and respond to requests for information (questions) from the Contractor needing further clarification than is provided in the Contract Documents.
- Conduct a Substantial Completion inspection of the project to confirm that the project is ready for use by the Owner
- Issue Certificate of Substantial Completion
- Issue a final certificate of payment based upon final inspection of the work to confirm all items needing correction during the substantial completion phase are corrected.

Engineer Design and Documentation services that will be include in our scope of services are as follows:

- Structural Engineering
- Mechanical (HVAC) Engineering
- Plumbing/Fire Protection Engineering
- Electrical Engineering

Civil Engineering/Site Design/Landscape Design services are included in this proposal as a separate line item. The cost of these services would be in addition to the services outlined above and shown in the fee proposal stated below. I have reached out to a very reputable civil engineering firm that I have worked well with in the past to create a proposal for these services. Their proposal is attached to this letter.

Based on our understanding of the project, Johnson + Bailey Architects, P.C. would typically provide the above-described services for a fee based on the estimated or final Construction Cost of the Project. This fee is determined by a logarithmic formula that increases the fee percentage as the construction cost goes down and decreases the fee percentage as the construction cost goes up. This formula is $35/[(\text{Log}P) - 0.0075] = \text{Fee Percentage}$, where "P" stands for the actual Construction Cost of the Project. This is the formula we use for long-term clients as we have built in a discount from the formula we use for new clients. For this project we are anticipating a probable construction cost of \$1,580,000.00 which would equate to a fee percentage of 5.653% which would lead to a total fee of \$89,317.00. Should the school system wish to increase the scope of the Project we can reevaluate as needed.

Our services are billed at the completion of each of the five phases of design based on the following percentages, except that Construction administration will be billed monthly, concurrent with the actual construction completion/progress:

Schematic Design	15%	\$13,397.55
Design Development	20%	\$17,863.40
Construction Documents	40%	\$35,726.80
Bidding and Negotiation	5%	\$4,465.85
Construction Administration	20%	\$17,863.40
	100%	\$89,317.00
Civil Design Services		\$Waiting on This
<u>Total Design Fee</u>		<u>\$Waiting on This</u>

Proposal for Architectural Services
Spot Lowe Vocational Technology Center Additions
June 20, 2023
Page 4

I hope this proposal for A/E services meets with your approval. If so, we will prepare an AIA Document B101 – Standard Form of Agreement Between Owner and Architect for your review. We can get started on the schematic design portion of the work as your schedule permits.

If you have any questions concerning this proposal, please do not hesitate to call.

Sincerely,

JOHNSON + BAILEY ARCHITECTS, P.C.

John T. Trail, AIA
Vice-President

Attachments:

- Opinion of Probable Cost dated February 2, 2023.
- ----- Civil Engineering Proposal dated -----

**RESOLUTION NO. 23-07-
BUDGET AMENDMENT
GENERAL PURPOSE SCHOOL FUND**

WHEREAS, funding received from the Innovative School Models grant needs to be budgeted,

WHEREAS, \$2,157,834.81 in total grant funds have been awarded and needs to be budgeted for the 2023-2024 fiscal year,

WHEREAS, grant funds will be used to fund three new CTE positions and programs,

WHEREAS, \$1,568,149 in grant funds will be used in new construction and building improvements to Spot Lowe Technology Center,

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

ACCT #	DESCRIPTION	DEBIT	CREDIT
46590	Other State Education Funds		\$ 2,157,834.81
71300-116	Vocational - Certified Teachers	\$ 108,006.00	
71300-189	Vocational - Other Salaries & Wages	\$ 73,062.00	
71300-201	Vocational - Social Security	\$ 11,226.22	
71300-204	Vocational - State Retirement	\$ 16,296.12	
71300-207	Vocational - Medical Insurance	\$ 43,893.60	
71300-208	Vocational - Dental Insurance	\$ 13.68	
71300-210	Vocational - Unemployment	\$ 63.00	
71300-212	Vocational - Employer Medicare	\$ 2,625.49	
71300-429	Vocational - Instructional Materials & Supplies	\$ 21,360.00	
71300-730	Vocational - Instruction Equipment	\$ 306,370.27	
72130-524	Other Student Support - Staff Development	\$ 1,769.24	
72230-105	Vocational Support Services - Supervisor/Director	\$ 5,000.00	
76100-706	Capital Outlay - Building Construction	\$ 1,352,920.71	
76100-707	Capital Outlay - Building Improvements	\$ 215,228.48	

APPROVED THIS 24th DAY OF July, 2023

COUNTY MAYOR

MARSHALL COUNTY CLERK

RESOLUTION NO 23-07-

**RESOLUTION TO TRANSFER FUNDS FROM GENERAL PURPOSE SCHOOL FUNDS (141) TO
FEDERAL PROJECTS FUND (142)**

WHEREAS, Federal Projects grants operate on a reimbursement basis and funds are requested from the State of Tennessee by the Marshall County Board of Education for non-payroll expenditures on a monthly basis; and,

WHEREAS, the Federal Projects Fund operates with a cash deficit at various times throughout the fiscal year due to a slow turn-around time for reimbursements from the State of Tennessee; and,

WHEREAS, Government Auditing Standards consider a cash deficit in any fund to be a significant deficiency in internal control; and,

WHEREAS, Marshall County Board of Education does not desire to operate any fund with a cash deficit.

NOW, THEREFORE, BE IT RESOLVED, , that the General Purpose School Fund shall transfer an additional \$200,000 to the Federal Projects Fund by June 30, 2024 and that the \$200,000 transfer shall remain in the Federal Projects Fund as a designated fund balance from the General Purpose School Fund and may be repaid at any time as noted in a resolution passed by the Board of Education and County Commission.

GENERAL PUPOSE SCHOOL FUND (141)	DR	CR
99100 Operating Transfers Out		\$200,000
11140 Cash with Trustee	\$200,000	
FEDERAL PROJECTS (142)		
49800 Operating Transfers In	\$200,000	
11140 Cash with Trustee		\$200,000

APPROVED THIS 24TH DAY OF JULY 2023:

COUNTY MAYOR

MARSHALL COUNTY CLERK



Fundraiser Authorization

Proposed Fundraising Activity: Calender / Donations

Purpose of Fundraiser: collect money for expenses of the season, including practices, tournaments

Fund/Account Name: Golf Account

Current balance of fund account \$ 40 Date 6/16/23

Anticipated date(s) of fundraiser: Beginning now June 16 2023 Ending August 2023

Expected Student Involvement (schoolwide or specific school organization): golf team, 5 players

Margin of profit (if applicable): _____

Method by which school will receive profit: cash / checks

How and when will these funds be spent to benefit students/instruction: used to pay for practices, tournaments, transportation;

Requested by: Kelly Scott
Teacher/Club

Date: 6/16/23

Approved by: [Signature]
Principal

Date: 6/19/23

Approved by: [Signature]
Director of Schools

Date: 6-19-23

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

To be completed following fundraiser

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

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



Fundraiser Authorization

Proposed Fundraising Activity: Georgia Peach Fundraiser

Purpose of Fundraiser: The individual balances for clothing, shoes, poms, etc.

Fund/Account Name: LMS Cheerleading 6-12-23

Current balance of fund account \$ 4079.11 Date 7-23

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

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

Margin of profit (if applicable): _____

Method by which school will receive profit: C or cke

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

Requested by: Marlena Brewer Date: 7-23
Teacher/Club

Approved by: [Signature] Date: 6-14-23
Principal

Approved by: [Signature] Date: 6-11-23
Director of Schools

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

To be completed following fundraiser

Total Collections \$ _____

Less: Total Expenses \$ _____

Total Fundraiser Profit \$ _____

Total Purchases with Fundraiser Profit \$ _____

*Difference \$ _____

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

Principal's Signature _____



Fundraiser Authorization

Proposed Fundraising Activity: Car Wash

Purpose of Fundraiser: raise money for MTSU team volleyball camp

Fund/Account Name: MCHS-Volleyball

Current balance of fund account \$ 12,846.59 Date 7/6/23

Anticipated date(s) of fundraiser: Beginning 7/1/23 Ending 7-1-23

Expected Student Involvement (schoolwide or specific school organization): 100% run by volleyball parents + optional for players. Coaches did not participate as it took place during dead period + girls were not required to attend.

Margin of profit (if applicable): _____

Method by which school will receive profit: cash / check

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

Requested by: Roni C. Lancaster, volleyball Date: 7/6/23
Teacher/Club

Approved by: [Signature] Date: 7/6/23
Principal

Approved by: [Signature] Date: 5-6-23
Director of Schools

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

To be completed following fundraiser

Total Collections \$ _____

Less: Total Expenses \$ _____

Total Fundraiser Profit \$ _____

Total Purchases with Fundraiser Profit \$ _____

*Difference \$ _____

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

Principal's Signature _____



Fundraiser Authorization

Proposed Fundraising Activity: Ice Cream Sales @ Fireworks

Purpose of Fundraiser: To raise money for the RBOB

Fund/Account Name: Rocket Band of Blue

Current balance of fund account \$ 7,829.22 Date May 9 2023

Anticipated date(s) of fundraiser: Beginning July 1, 2023 Ending July 1, 2023

Expected Student Involvement (schoolwide or specific school organization): Band students
assist with sales of ice cream.

Margin of profit (if applicable): 100%

Method by which school will receive profit: Value of Sales to Band

How and when will these funds be spent to benefit students/instruction: 2023-24 school year
to support activities of RBOB

Requested by: Carla Green, Fundraiser Date: June 8, 2023
Teacher Club

Approved by: [Signature] Date: 6/9/23
Principal

Approved by: _____ 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 _____

[Signature]



Fundraiser Authorization

Proposed Fundraising Activity: Spirit Apparel

Purpose of Fundraiser: Raise money for students and teachers

Fund/Account Name: Youth First

Current balance of fund account \$ 20,000.00 Date 6/22/23

Anticipated date(s) of fundraiser: Beginning 07/26/2023 Ending 05/17/2024

Expected Student Involvement (schoolwide or specific school organization): Buy and wear merchandise to show school spirit

Margin of profit (if applicable): anything over cost

Method by which school will receive profit: as needed

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

Requested by: Donna Johnson, Youth First President Date: 06/22/2023
Teacher/Club

Approved by: Robert J. Reasonover Date: 6.22.23
Principal

Approved by: Jacob Powell Date: 6-22-23
Director of Schools

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

To be completed following fundraiser

Total Collections \$ _____

Less: Total Expenses \$ _____

Total Fundraiser Profit \$ _____

Total Purchases with Fundraiser Profit \$ _____

*Difference \$ _____

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

Principal's Signature _____



Fundraiser Authorization

Proposed Fundraising Activity: Treat Trolley

Purpose of Fundraiser: Raise money for students and teachers

Fund/Account Name: Youth First

Current balance of fund account \$ 20,000.00 Date 6/22/23

Anticipated date(s) of fundraiser: Beginning 8/11/2023 Ending 5/17/2024

Expected Student Involvement (schoolwide or specific school organization): Buy snack treats at the end of the school day on Fridays

Margin of profit (if applicable): anything over cost

Method by which school will receive profit: as needed

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

Requested by: Donna Johnson, Youth First President Date: 06/22/2023
Teacher/Club

Approved by: Robert J. Reasonover Date: 6.22.23
Principal

Approved by: Jacob Sorrells Date: 6.22.23
Director of Schools

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

To be completed following fundraiser

Total Collections \$ _____

Less: Total Expenses \$ _____

Total Fundraiser Profit \$ _____

Total Purchases with Fundraiser Profit \$ _____

*Difference \$ _____

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

Principal's Signature _____

CHAPEL HILL ELEMENTARY SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Library	9/30-10/6/22	Fall/Spring Book Fair	\$17,928.07	\$3,953.09	\$241.61	\$3,711.48	\$3,711.48	\$0.00
		not having spring fair						
KIDSS First	8/23-9/12/22	Calendar Fundraiser	\$44,175.91	\$46,576.77	\$4,033.46	\$42,543.31	\$0.00	\$42,543.31
KIDSS First	11/1-11/22	Turkey Sup/Sil. Auction	\$36,516.87	\$31,740.08	\$6,045.20	\$25,694.88	\$0.00	\$25,694.88
KIDSS First	1/24-2/10/23	Lighthouse Promotions	\$48,370.85	\$14,638.00	\$0.00	\$14,638.00	\$14,638.00	teachers
Theater Club	Jan-Mar	Theater Club Play	\$1,894.02	\$1,507.00	\$236.15	\$1,270.85	\$1,270.85	\$0.00
CHES Science Club	1/30-2/10/23	Tootsie Pop Sale	\$686.82	\$1,414.50	\$221.18	\$1,193.32	\$1,193.32	\$0.00

DELK-HENSON INTERMEDIATE SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Youth First	8/15-10/1/22	Dodgeball Tourney	\$19,000.00	\$3,851.87	\$1,408.98	\$2,442.89	\$0.00	\$2,442.89
Youth First	1/27-2/17/22	Valentine Dance & Carnival	\$20,000.00	\$4,454.00	\$1,565.00	\$2,889.00	\$0.00	\$2,889.00
Youth First	2/4-3/4/23	Dodgeball Tourney	\$18,000.00	CANCELLED				
Youth First	7/27/22-5/1/23	Rocket Apparel	\$19,000.00	\$6,282.26	\$5,151.80	\$1,130.46	\$0.00	\$1,130.46
Youth First	8/15/22-5/1/23	Sell Treats	\$19,000.00	\$16,601.54	\$11,057.67	\$5,543.87	\$0.00	\$5,543.87
Youth First	7/27/22-5/1/23	Wall Mural	\$19,000.00	\$270.00	\$0.00	\$270.00	\$0.00	\$270.00
Youth First	9/5/22-9/9/22	Sell Pom poms	\$19,000.00	\$100.00	\$43.31	\$56.69	\$0.00	\$56.69
5th & 6th gr. SMAK	10/3-28/22	SMAK Rocket Walk		\$17,025.00	\$0.00	\$17,025.00	\$0.00	\$17,025.00
	5th grade		\$3,252.18					
	6th grade		\$2,344.08					
5th & 6th gr. SMAK	4/6-4/21/23	Nothing Bundt Cake		\$30,261.00	\$23,204.00	\$7,057.00	\$5,247.12	\$1,809.88
	5th grade		\$5,344.86					
	6th grade		\$5,668.35					
6th grade SMAK	10/21/2022	Halloween Dance	\$2,344.08	\$989.00	\$0.00	\$989.00	\$0.00	\$989.00
5th grade SMAK	2/8/2023	DHIS Night at Sorelles	\$5,344.86	\$500.00	\$0.00	\$500.00	\$0.00	\$500.00
SchoolStore	3/16/2023	Schoolstore.com	\$0.00	\$183.22	6990.00 in gif	\$7,173.22	\$0.00	\$7,173.22
Library	2/21-24/23	Literati Book Fair	\$2,000.00	\$5,270.00	\$3,892.84	\$1,377.16	\$1,377.16	\$0.00

FORREST SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Football CHTA	7/11-25/22	Card Sales	\$10,000.00	\$11,000.00	\$0.00	\$11,000.00	\$11,000.00	\$0.00
HS Cheer/CHTA	7/23/2022	Krispy Kreme Donuts	\$9,150.00	\$3,558.00	\$1,800.00	\$1,758.00	\$1,758.00	\$0.00
HS Cheer/CHTA	8/15-26/22	Butter Braid	\$9,500.00	\$3,213.00	\$2,031.75	\$1,181.25	\$1,181.25	\$0.00
HS Cheer/CHTA	12/10/2022	Brk w/Santa, Miss Belle	\$9,500.00					
HS Cheer/CHTA	10/1/2022	Father/Daughter Dance	\$9,500.00	\$3,065.00	\$0.00	\$3,065.00	\$3,065.00	\$0.00
HS Cheer/CHTA	1/7/2023	"Minnie" Cheer Camp	\$8,500.00	\$1,650.00	\$461.51	\$1,188.49	\$1,188.49	\$0.00
HS Cheer/CHTA	12/10/2022	Breakfast with Santa/Chris	\$9,500.00	\$5,530.87	\$1,250.53	\$4,280.28	\$4,280.28	\$0.00
HS Cheer/CHTA	5/5-5/6/23	Miss Chapel Hill Pageant	\$12,067.00	\$3,176.00	\$1,524.41	\$1,651.59	\$1,651.59	\$0.00
HS Cheer/CHTA	4/4/2023	Card Sales	\$38,000.00					
HS Cheer/CHTA	4/4-4/27/23	Lift-a-thon	\$38,000.00	\$24,140.00	\$0.00	\$24,140.00	\$24,140.00	\$0.00
MS Cheerleading	8/15-9/24/22	MS Semi-Formal Dance	\$3,144.63					
Class of '23 & '24	8/17-31/22	Cookie Dough Sale		\$22,155.00	\$12,701.34	\$9,453.66	\$9,456.66	\$0.00
Class of '23			\$3,297.96					
Class of '24			\$7,809.40					
Class of '27 & '28	9/16-10/7/22	Rocket Walk		\$11,702.98	\$519.80	\$11,183.18	\$11,183.18	\$0.00
Class of '27			\$1,960.42					
Class of '28			\$131.48					
Volleyball	7/1-31/22	Digging for Donations	\$3,000.00	\$8,121.00	\$0.00	\$8,121.00	\$8,121.00	\$0.00
Volleyball	5/15-17/23	Volleyball Skills Camp	\$7,601.78	\$500.00	\$0.00	\$500.00	\$500.00	\$0.00
Volleyball	6/1-30/23	Digging for Donations	\$7,601.78					
Volleyball	4/3-5/17/23	basic volleyball skills	\$6,000.00	CANCELLED				
Library	8/3-19/22	Hmcmg T-Shirt Sale	\$1,613.54	\$5,334.12	\$3,528.92	\$1,805.20	\$1,805.20	\$0.00
CDC Comnty Exp.	10/1-5/15/23	Frappe Fridays	\$4,071.59	\$192.00	\$80.11	\$111.89	\$112	\$0.00
CDC Comnty Exp.	11/15-12/16/22	Poinsettia Sale	\$4,071.59					
CDC Comnty Exp.	4/1-5/15/23	Spring Plant Sale	\$4,071.59	\$1,029.00	\$379.87	\$649.13	\$649.13	\$0.00

FORREST SCHOOL FUNDRAISERS
2022-2023 School Year

Soccer Boosters	7/8-8/1/22	Soccer Apparel	\$1,492.12	CANCELLED				
Soccer	8/11-10/28/22	Concessions	\$2,847.02	\$1,789.94	\$1,240.91	\$549.03	\$549.03	\$0.00
Soccer	12/2-2/3/23	Concessions		\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00
Boys			\$7,862.44					
Girls			\$4,895.74					
Soccer Club	3/17-4/30/23	concessions	\$6,589.47	\$2,206.65	\$945.30	\$1,261.35	\$1,332.91	(\$71.56)
Band of Blue	7/25-8/18/22	Smoked Butts	\$8,211.20	\$847.50	\$0.00	\$847.50	\$847.50	\$0.00
Band of Blue	8/19-9/9/22	Bake Sale	\$6,908.43	\$383.55	\$0.00	\$383.55	\$383.55	\$0.00
Band of Blue	9/30-10/30/22	Bake/Snack/Mug Sale	\$6,906.88	\$3,037.00	\$0.00	\$3,037.00	\$3,037.00	\$0.00
Band of Blue	12/10/2022	Christmas Village	\$16,082.00	\$1,186.05	\$0.00	\$1,186.05	\$1,186.05	\$0.00
Band of Blue	9/23-12/23	RBOB Snack Stand	\$9,933.84					
Band of Blue	4/22/2023	Movie Night	\$9,933.84	CANCELLED				
Band of Blue	5/20/2023	Forever Young Prom	\$7,300.00	CANCELLED				
Cross Country	7/25-9/1/22	Calendar Fundraiser	\$3,223.67	\$2,839.00	\$0.00	\$2,839.00	\$2,839.00	\$0.00
HS Girls' Basketball	8/27-9/27/22	Farm Fresh Corn Sale	\$3,839.36	\$1,655.00	\$0.00	\$1,655.00	\$1,655.00	\$0.00
HS Girls' Basketball	9/5-10/31/22	Banner Sponsorships	\$3,839.36	\$1,075.00	\$0.00	\$1,075.00	\$1,075.00	\$0.00
HS Boys' Basketball	8/29-9/16/22	Business Sponsorship	\$4,500.00	\$1,800.00	\$0.00	\$1,800.00	\$1,800.00	\$0.00
HS Boys' Basketball	9/23-30/22	T-Shirt Sale	\$10,000.00	\$960.00	\$0.00	\$960.00	MC Cancer Fdn	\$0.00
HS Boys' Basketball	5/1-22/23	Jr Pro Camp	\$7,868.42	\$2,060.00	\$1,000.00	\$1,060.00	\$1,060.00	\$1,060.00
HS Basketball	6/9-11/23	AAU Tournament						
		Boys	\$8,000.00					
		Girls	\$6,000.00					
Softball Boosters	9/1-12/1/22	Team Fundraiser	\$11,000.00	\$12,500.00	\$0.00	\$12,500.00	\$12,500.00	\$0.00
Softball Boosters	10/8/2022	Fall Team Camp	\$6,000.00	CANCELLED				

FORREST SCHOOL FUNDRAISERS
2022-2023 School Year

Softball Boosters	12/30/2022	Winter Hitting Camp	\$6,000.00	CANCELLED				
HS Student Council	9/28/2022	HS Hat Day	\$1,552.77	\$75.00	\$0.00	\$75.00	\$75.00	\$0.00
HS Student Council	10/29-11/12/22	Sr. Parking Spot Ptng	\$1,552.77	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00
HS Student Council	1/9-2/3/23	Bake Sale	\$812.05	\$389.29	\$0.00	\$389.29	\$389.29	\$0.00
HS Student Council	3/22-23/23	March Madness	\$812.05	\$1,056.00	\$0.00	\$1,056.00	\$1,056.00	\$0.00
HS Student Council	2/7-7/23	Bake Sale	\$1,188.42					
HS Student Council	5/15/2023	Powderpuff Football	\$1,091.59	\$306.00	\$0.00	\$306.00	\$0.00	\$306.00
MS Student Council	2/6-17/22	Match-o-Matics	\$2,753.82	CANCELLED				
MS Student Council	2/17/2023	Valentine Dance	\$2,753.82	\$845.00	\$250.00	\$695.16	\$695.16	\$0.00
MS Student Council	2/5-2/9/23	Candy Grams	\$1,700.00	\$292.00	\$99.96	\$192.04	\$192.04	\$0.00
Forrest Hoops Boosters	8/9-9/9/22	Mum Sale	\$9,000.00	\$32,840.00	\$17,241	\$15,599.00	\$15,599.00	\$0.00
HOSA	10/17-11/18/22	Pastries for Poarch		Collections to be donated to Andrea Poarch				
HOSA	1/23-2/14/23	Annual kisses with a crush	\$2,000.00	\$958.00	\$0.00	\$958.00	\$958.00	\$0.00
HOSA	4/24-5/16/23	Cornhole Tournament	\$2,500.00	\$917.26	\$0.00	\$917.26	\$0.00	\$917.26
Baseball	11/22-12/22	Beef Jerky Sale	\$9,800.00	\$7,052.00	\$0.00	\$7,052.00	\$7,052.00	\$0.00
Baseball	2/1-3/1/23	Calendar Fundraiser	\$25,000.00	\$10,140.00	\$500.00	\$9,640.00	\$9,640.00	\$0.00
Forrest Takedown Club	1/4-1/27/23	Worlds Finest Chocolate B	\$1,636.00	\$2,375.60	\$855.60	\$1,520.00	\$1,520.00	\$0.00
FFA	1/23-3/23/23	Country Meat Beef Jerky	\$713.30	\$1,679.00	\$1,036.04	\$642.96	\$642.96	\$0.00
Leo Club	2/25/2023	Pancake Breakfast/Craft F	\$4,708.59	\$1,283.12	\$0.00	\$1,283.12	\$1,283.12	\$0.00
HS Beta	8/5/22-5/23	Snack Sales 2022-2023	\$3,513.44	\$1,877.00	\$93.97	\$1,783.03	\$1,783.03	\$0.00

FORREST SCHOOL FUNDRAISERS

2022-2023 School Year

HS Beta	1/10-2/14/23	Carnation sell Valentines	\$3,114.97	\$600.00	\$196.61	\$403.39	\$403.39	\$0.00
HS Beta	1/14-2/28/23	Krispy Kreme Donut Press	\$3,114.97	\$3,451.00	\$1,967.55	\$1,483.45	\$1,483	\$0.00
Band Booster	2/18/2023	Chili Cook Off	\$10,500.00	CANCELLED				
Touchdown Assoc	5/1-5/31/23	Calendar Donation	\$2,100.00	\$958.00	\$0.00	\$958.00	\$958.00	\$0.00
MS Cheer								
Put on next year								
CDC Comm Exp	10/1/23-4/26	Frappe Fridays	\$4,591.81					
Class of 2024 & 2025	8/16-8/30/23	Cookie Dough Sale	\$14,945.43					

CORNERSVILLE ELEMENTARY FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Library	9/30-10/6/22	Book Fair	\$1,603.41	\$7,723.04	\$5,465.52	\$2,257.52	\$3,071.19	(\$813.67)
CAT	8/24-9/1/22	School Spirit Shirts	\$28,118.00	\$3,690.00	\$7,627.50	(\$3,937.50)	\$0.00	(\$3,937.50)
CAT	9/20-10/4/22	CD, Candles	\$15,303.97					
Honor Club	Sept-May	School Store	\$2,608.04					
Honor Club	2/6-2/13/23	Candy gram Sale	\$2,608.04	\$1,928.37	\$322.87	\$1,605.50	\$0	\$1,605.50
Bulldog Academy	10/19-11/11	T shirt Sales	\$3,945.00	\$714.00	\$924.00	(\$210.00)	\$0.00	(\$210.00)
Bulldog Academy	11/1-12/14/22	Paint & Potatoes	\$3,945.00	\$675.00	\$931.64	(\$256.64)	\$0.00	(\$256.64)
Playground Fund	12/12-12/16	Pucker Powder	\$32,782.13	\$549.71	\$0.00	\$549.71	\$0.00	\$549.71
Playground Fund	5/11-15/23	Chunky Monkey	\$34,099.84					
School	3/21-24/23	\$1 Cap Day		\$3,071.36		Money to be donated to VanDusen family		
FCA	4/12-28/23	Bracelet Sale	\$200.00					
Field Day	5/4-5/20/23	Field Day Consessions	\$7,273.26	3432.25	2494.46	937.79	0.00	937.79

CORNERSVILLE SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
HS Cheer	7/1-30/22	Sponsor My Season	\$0.00	\$900.00	\$0.00	\$900.00	\$0.00	\$900.00
HS Cheer	8/16-9/16/22	Park Spot Fundraiser	\$14,133.15	\$500.00	\$40.00	\$460.00	\$0.00	\$460.00
HS Cheer	1/23-26/23	Litle Dawg Cheer Cmp	\$4,087.70	\$3,450.00	\$536.00	\$2,914.00	\$2,914.00	\$0.00
HS Cheer	4/22-5/10/22	May Calendar	\$4,555.33					
MS Cheer	8/15-9/24/22	MS Semi-Formal Dance	\$3,144.63	\$884.05	\$0.00	\$884.05	\$0.00	\$884.05
MS Cheer	9/23/2022	Kona Ice @ Hmcmg	\$4,783.28	\$334.00	\$0.00	\$334.00	\$0.00	\$334.00
Yearbook	5/18-??	Sell Past Yearbooks	\$734.65					
Yearbook	1/20/2023	Hat Dat	(\$150.00)	\$90.00	\$0.00	\$90.00	\$90.00	\$0.00
Yearbook	2/2/2023	Old Yearbook Sale	(\$150.00)	\$471.00	\$0.00	\$471.00	\$471.00	\$0.00
Yearbook	2/7-2/10/23	Bake Sale	(\$150.00)	\$121.00	\$0.00	\$121.00	\$121.00	\$0.00
MS Girls Basketball	6/1-7/31/22	June/July Calendars	\$0.00	\$5,235.00	\$0.00	\$5,235.00	\$0.00	\$5,235.00
MS Girls Basketball	6/1/-7/31/23	June/July Calendars	\$3,567.23					
MS Girls Basketball	9/1/2023	BBQ Nacho	\$3,567.23	put on next year				
MS Girls Basketball	7/21/2023	Cornhole Tournament	\$3,567.23	put on next year				
MS Girls Basketball	5/-6/23/23	Krispy Kreme	\$3,567.23					
MS Girls Basketball	5/24-25/23	Showcase Camp	\$3,567.23					
HS Girls' Basketball	8/26/2022	Amigo's Taco Supper	\$6,800.00	\$2,300.00	\$0.00	\$2,300.00	\$0.00	\$2,300.00
HS Girls' Basketball	3/20/2023	Buy a Hat	\$2,641.00					
Boys' Basketball	8/1-9/1/22	Calendar Fundraiser		\$3,131.00	\$0.00	\$3,131.00	\$0.00	\$3,131.00
MS			\$5,769.60					
HS			\$4,351.40					
HS Boys' Basketball	4/3/2023	Amigo's	(\$1,593.00)	\$420.77	\$0.00	\$420.77	\$0.00	\$0.00
Two Organizataions	8/22-26/22	Sr. Parking Lot Pntng		\$240.00	\$0.00	\$240.00	\$0.00	\$240.00
Journalism			\$1,309.65					
ACT			\$6,285.96					

CORNERSVILLE SCHOOL FUNDRAISERS
2022-2023 School Year

Three Organizations	9/7-10/3/22	Prof. Sol. Detergent		\$18,854.00	\$14,464.00	\$4,390.00		\$3,280.00
MS Beta			\$2,697.48				\$310.00	
MS Stuco			\$514.82					
FFA			\$2,256.55				\$800.00	
Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Four Organizations	9/27/2022	Mums Sale		\$9,815.73	\$5,049.20	\$4,766.53	\$0.00	\$4,766.53
HS Baseball			\$5,000.00					
HS Softball			\$3,819.29					
MS Baseball			\$3,526.32					
MS Softball			\$8,155.87					
FCCLA	9/16-23/22	Gourmet Lollipops	\$1,230.72	\$899.00	\$501.00	\$398.00	\$0.00	\$398.00
MS Student Council	9/22/2022	Drink Sales/Pwdr Puff	\$514.82	\$215.00	\$0.00	\$215.00	\$0.00	\$215.00
MS Softball	10/10-11/2/22	Calendar Day Sponsors	\$8,424.45	\$1,394.00	\$0.00	\$1,394.00	\$1,123.50	\$270.50
MS Softball	11/29/2022	Chili Supper	\$8,424.45	\$843.00	\$165.45	\$677.55	\$250.00	\$427.55
ACT	9/23/2022	Chunky Monkey Ice Cream	\$4,807.33	\$277.00	\$0.00	\$277.00	\$0.00	\$277.00
ACT	2/10/2023	Travelin Toms Coffee Tr	\$4,277.54	\$156.94	\$0.00	\$156.94	\$0.00	\$156.94
ACT	3/4/2023	Spring around the Corne	\$4,277.54	\$1,169.00	\$119.36	\$1,049.64	\$0.00	\$0.00
ACT	3/22/2023	Travelin Toms Coffee Tr	\$3,200.00	\$117.76	\$0.00	\$117.76	\$117.76	\$0.00
ACT	4/27/2023	Kona Ice	\$3,200.00	\$276.63	\$0.00	\$276.63	\$0.00	\$276.63
ACT	5/17/2023	Travelin Toms Coffee Tr	\$4,515.54	\$82.37	\$0.00	\$82.37	\$0.00	\$82.37
MS Student Council	2/6-2/13/23	Candy Grams	\$517.00	\$188.00	\$0.00	\$188.00	\$188.00	\$0.00
HS Baseball	3/4/2023	50 inning baseball game	\$1,500.00	\$2,930.00	\$150.00	\$2,780.00	\$0.00	\$2,780.00
HS Basketball	5/6-5/11/23	Kids Basketball Camp	\$2,641.00					

CORNERSVILLE SCHOOL FUNDRAISERS

2022-2023 School Year

Football	4/3-4/15/23	Lift a thon	\$42,753.10				
	5/23-5/24	Banners	\$42,753.10				
	6/5-6/16/23	Football Camp	\$42,753.10				
	6/6-6/23/23	Card Sales	\$42,753.10				

MARSHALL ELEMENTARY SCHOOL
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Library	9/29-10/6/22	Book Fair	\$2,858.88	\$7,672.21	\$5,565.42	\$2,106.79	future purchases	\$2,106.79
Library	3/10-3/17/23	Book Fair		\$6,458.09	\$4,684.70	\$1,773.39	future purchases	\$1,773.39
Parent Teacher Club	1/17-2/1/23	Strawberry Sale	\$20,740.65	\$21,186.00	\$13,678.67	\$7,507.33	\$7,507.33	\$0.00
Parent Teacher Club	10/20/2022	Fall Festival	\$20,740.65	\$4,173.50	\$2,977.18	\$1,195.32	\$1,195.32	\$0.00
Parent Teacher Club	8/24-9/9/22	Brochure Sale	\$20,740.65	\$14,913.50	\$6,569.93	\$8,343.57	\$8,343.57	\$0.00
Parent Teacher Club	3/23-3/30/23	Spring Snacks & Strokes	\$20,740.65	\$868.00	\$347.05	\$520.95	\$520.95	\$0.00
Parent Teacher Club	9/12-9/16/22	Pom poms for hc	\$20,740.65	\$0.00	\$960.96	(\$960.96)	(\$960.96)	\$0.00
Parent Teacher Club	9/22-8/23	T Shirt Sale	\$20,740.65	\$534.13	\$1,771.87	(\$1,237.74)	(\$1,237.74)	\$0.00

OAK GROVE ELEMENTARY SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.	
Parent Club	8/22-9/22	T-Shirts, Spirit Wear	\$5,511.50	\$1,012.50	\$2,152.03	(\$1,139.53)	\$0.00	(\$1,139.53)	
Parent Club	8/22-9/22	Hmcmg Spirit Items	\$5,511.50	\$2,521.70	\$2,286.40	\$235.30	\$0.00	\$235.30	
Parent Club	8/22-5/23	Envelopes & Stickers	\$5,511.50	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00	
Parent Club	9/12-3/23	School Store	\$5,511.50	\$1,511.20	\$0.00	\$1,511.20	\$0.00	\$1,511.20	
Parent Club	10/27/2022	Fall Festival	\$5,511.50	\$9,683.00	\$1,820.61	\$7,862.39	\$0.00	\$7,862.39	
Parent Club	11/4/2022	Hat Day	\$1,425.52	\$238.00			donate to Cancer Fdn.		
Parent Club	12/10/2022	Brkfst with Santa	\$5,511.50	\$1,410.00	\$926.65	\$483.35	\$483.35	\$0.00	
Parent Club	1/26/2023	Bingo for Books	\$5,511.50	CANCELLED					
Parent Club	2/23/2023	Super Hero/Princess Dance	\$14,500.00	\$1,563.00	\$1,189.00	\$374.00	\$0.00	\$374.00	
Parent Club	4/20/2023	Hotsie Potsie	\$10,312.00	CANCELLED					
Parent Club	4/22/2023	Overcome the World	\$10,312.00	\$40.00	\$0.00	\$40.00	\$0.00	\$40.00	
Art	9/12-4/28	Make a Mark on OGES	\$729.81	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	
Library	9/9-9/15/22	Book Fair	\$1,697.07	\$7,070.86	\$5,129.21	\$1,941.65	\$1,682.81	\$0.00	
Library	2/24/-3/1/23	Book Fair	\$236.48	\$7,834.78	\$5,683.35	\$2,151.43	\$930.51	\$0.00	

WESTHILLS ELEMENTARY SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
PTC	Aug-Sept	School Mall	\$8,764.39					
PTC	Aug-May	Hat Day	\$8,764.39					
PTC	Aug-May	Kona Ice	\$8,764.39					
PTC	8/1-9/23/22	T-Shirt/School Spirit Shts	\$8,764.39	\$4,149.00	\$4,112.17	\$36.83	\$0.00	\$36.83
PTC	9/1-16/22	Nothing Bundt Cakes	\$8,764.39					
PTC	10/3-20/22	Hmcmg/Spirit Sales	\$8,764.39	\$1,185.55	\$1,660.61	(\$475.06)	\$0.00	\$0.00
PTC	10/3-24/22	Fall Festival	\$8,764.39					
PTC	10/17-26/22	Paint Night (Fall)	\$8,764.39	CANCELLED				
PTC	10/19-20/22	Halloween DJ Parties	\$8,764.39					
PTC	Nov-Dec	Fall/Winter Bazaar	\$8,764.39	CANCELLED				
PTC	1/1-30/23	Winter Wonderland Pag	\$8,764.39					
PTC	1/1-31/23	Penny Wars	\$8,764.39					
PTC	1/30-2/13/23	Flwrs for Friends	\$8,764.39					
PTC	2/1-28/23	Calendar Fundraiser	\$8,764.39					
PTC	2/8-16/23	Paint Night (Winter)	\$8,764.39					
PTC	Spring 2023	Krispy Kreme Donuts	\$8,764.39					
PTC	Mid Apr-Erly M	Fun Fridays	\$8,764.39					
Yearbook	1/6-2/28/23	Yearbook	\$1,000.00	\$2,502.29	\$927.71	\$1,574.58	\$0.00	\$1,574.58
Student Council	10/3-12/16/22	Choc Bars/Pretzels	\$4,857.80			\$333.00	\$0.00	\$333.00
Student Council	2/9/2023	6th grade dance	\$5,046.98	\$1,190.00	\$200.00	\$990.00	\$0.00	\$990.00
Chorus	9/24/2022	Car Wash	\$2,637.26	\$664.82	\$0.00	\$664.82	\$0.00	\$664.82
Chorus	10/3-21/22	Tom Wat Holiday Cat.	\$2,637.26	\$3,037.00	\$979.40	\$2,057.60	\$0.00	\$2,057.60
Chorus	12/6/2022	Holiday Concert	\$2,637.26	\$1,515.00	\$0.00	\$1,515.00	\$0.00	\$1,515.00
Chorus	2/7/2023	DJ Valentines Dance	\$2,637.26	\$1,398.35	\$450.36	\$947.99	\$0.00	\$947.99
Chorus	2/13-3/3/23	Little Ceasers Pizza Kit	\$2,637.26	\$5,204.00	\$3,736.00	\$1,468.00	\$0.00	\$1,468.00
Art Club	9/6-30/22	T-Shirt Sales	\$374.19	\$1,452.95	\$780.05	\$672.90	field trip in May	\$672.90
Honor Club	1/10-20/23	Country Meats Jerky	\$2,700.00			\$5,305.35	\$0.00	\$5,305.35

WESTHILLS ELEMENTARY SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Girls STEAM Team	Sept-Oct 22	Chocolate Bars	\$439.32	\$1,763.00	\$1,200.00	\$563.00	\$0.00	\$563.00
Library	9/30-10/7/22	Book Fair	\$1,147.78	\$5,540.49		\$1,521.42	286.30 free books	
Library	3/17-24/23	Book Fair	\$420.20	\$5,005.09	\$3,731.19	\$1,374.40	\$1,374.40	\$0.00
Climate Committee	2/27/2023	Kona Ice	\$273.50	\$450.51	\$0.00	\$450.51	\$0.00	\$450.51

LEWISBURG MIDDLE SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
PTO	7/25-5/1/23	Student School Store	\$10,284.12	\$125.50	\$80	\$45.50	future expenses	\$45.50
PTO	8/23-9/8/22	Mum w/PWP Grnhouse	\$10,284.12	\$5,510.00	\$3,769	\$1,741.37	\$0.00	\$1,741.37
PTO	3/1-3/16/23	Little Ceasars	\$10,042.19	\$5,875.00	\$4,254	\$1,621.00	\$0.00	\$1,621.00
Football	8/30-9/13/22	T-Shirts at FB Games	\$7,240.00	\$97.00	\$0.00	\$97.00	season expenses	\$0.00
Football	9/13-30/22	Kona Ice Truck	\$6,600.02	\$142.61	\$0.00	\$142.61	future expenses	\$142.61
Baseball	9/1-23/22	Choc. Candy Bars	\$2,553.99	\$5,507.56	\$4,636.28	\$871.28	uniforms	\$0.00
Baseball	10/29/2022	Baseball Tourney	\$4,334.61	\$515.25	\$0.00	\$515.25	baseball uniforms	\$0.00
Student Council	9/2-9/22	Coin Wars	\$578.09	\$143.93	\$0.00	\$143.93	\$143.93	\$0.00
Student Council	9/2-12/31/22	Cold Drinks to Teachers	\$578.09	\$31.00	\$0.00	\$31.00	st council activities	
Student Council	10/20-10/31/2	Halloween Boo Bags	\$580.69	\$128.25	\$0.00	\$128.25	\$0.00	\$128.25
Cheer	9/12-10/7/22	Pink Out T-Shirts	\$5,502.96	CANCELLED				
Cheer	11/9-28/22	Christmas Wreaths	\$5,340.00	\$740.28	\$0.00	\$740.28	future uniforms	\$740.28
Softball	9/23/2022	1-pitch Coed Tourney	\$2,172.09	\$1,220.90	\$0.00	\$1,220.90	turface dirt	\$0.00
Softball	10/1/2022	7u&8u Softball Tourney	\$2,172.09	CANCELLED				
Softball	10/1-31/22	Calendar Fundraiser	\$2,172.09	\$3,200.75	\$0.00	\$3,200.75	equipment	\$0.00
Softball	10/29/2022	Hallow Run & Tourney	\$3,392.99	\$2,320.09	\$0.00	\$2,320.09	windscreen	\$0.00
Softball	12/1-1/2	Krispy Kreme Doughnut	\$2,172.09					
Softball	11/28-12/16/2	Marshall sweatshirt/ea	\$5,005.00	\$790.00	\$0.00	\$790.00	netting, padding	\$0.00
Softball	2/6-2/14/23	Candy Grams	\$4,500.00	\$369.00	\$0.00	\$369.00	softball expenses	
Beta Club	11/3/2022	Breast Cancer Awaren	\$1,691.00	\$124.00	\$51.96	\$72.04	Beta Club needs	\$0.00
LMS Chorus	4/4-4/18/23	Worlds Finest Chocolate		\$4,283.22	\$3,954.85	\$328.37	\$328.37	\$0.00

MARSHALL COUNTY HIGH SCHOOL FUNDRAISERS
2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Tiger QB Club	6/1-9/1/22	Media Guide	\$5,000.00	\$27,700.00	\$2,988.00	\$24,712.00	\$24,712.00	\$0.00
Tiger QB Club	8/1-11/1/22	Tiger Den gear/clothing	\$5,000.00	\$17,275.00	\$5,898.00	\$11,378.00	\$11,378.00	\$0.00
Tiger QB Club	Aug. 12, '22	Jamboree	\$5,000.00	\$7,400.00	\$1,899.00	\$5,501.00	\$5,501.00	\$0.00
Tiger QB Club	May-23	Golf Tournament	\$5,000.00					
Tiger QB Club	3/20-4/20/23	Lift-A-Thon	\$16,062.28	\$8,138.18	\$73.00	\$8,065.18	\$8,065.18	\$0.00
Tiger QB Club	6/1-9/1/23	Media Guide	\$5,000.00	put on next year				
Tiger QB Club	7/10-7/28/23	Discount Card Sales	\$16,062.28	put on next year				
Tiger QB Club	Aug-23	Jamboree Game	\$5,000.00	put on next year				
Tiger QB Club	8/1-11/2/23	Tiger Den/clothing	\$5,000.00	put on next year				
Tiger QB Club	5/29-10/6/23	Gun Raffle	\$5,000.00	put on next year				
Football	7/11-29/22	Discount Card Sale	\$12,694.83	\$11,010.00	\$0.00	\$11,010.00	season expenses	\$0.00
Bowling	4/4-12/16/22	Business donations	\$1,600.00	\$3,900.00	\$0.00	\$3,900.00	season expenses	\$0.00
Girls' Basketball	5/19-8/1/22	Social Media Sales	\$5,000.00	\$1,250.00	\$0.00	\$1,250.00	\$1,250.00	\$0.00
Girls' Basketball	6/21-7/31/22	Amigos 10% Night	\$1,500.00	\$400.00	\$0.00	\$400.00	\$400.00	\$0.00
Girls' Basketball	8/3/22-1/1/23	Social Media Sales	\$1,500.00	\$2,500.00	\$0.00	\$2,500.00	\$2,500.00	\$0.00
Girls' Basketball	8/5/22-12/19/22	Sponsorship Signs	\$2,000.00	\$4,150.00	\$0.00	\$4,150.00	\$4,150.00	\$0.00
Girls' Basketball	8/16-9/30/22	Sheet Sale	\$2,000.00	\$4,000.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00
Girls' Basketball	11/7/2022	Amigo's Night	\$2,000.00	\$250.00	\$0.00	\$250.00	\$250.00	\$0.00
Girls' Basketball	5/5-6/5/23	Pay Pal Donations	\$5,000.00	\$1,800.00	\$0.00	\$1,800.00	\$1,800.00	\$0.00
Boys' Basketball	11/1-18/22	Krispy Kreme Donuts	\$5,344.37	\$1,336.00	\$850.95	\$485.05	\$485.05	\$0.00
Boys' Basketball	12/4-17/22	Hoop-a-Thon	\$5,344.37	CANCELLED				
Boys' Basketball	10/17-1/1/23	T-shirts	\$5,344.37	\$1,225.00	\$1,124.64	\$100.36	\$100.36	\$0.00
Boys' Basketball	6/5-6/12/23	Playday	\$2,414.03					
Cross Country	6/1-7/10/22	Tiger Dash 5K	\$1,500.12	\$4,572.00	\$1,423.28	\$3,148.72	season expenses	\$0.00
Cross Country	5/1-7/23	Tiger Dash 5K	Put on next year calendar					

MARSHALL COUNTY HIGH SCHOOL FUNDRAISERS
2022-2023 School Year

Softball	June-July	Summer Softball Camp	\$3,160.48	\$1,100.00	\$281.80	\$818.20	\$0.00	\$818.20	
Softball	8/15-9/2/22	MCHS Slides	\$4,062.27	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00	
Softball	12/9/2022	Christmas Pageant	\$3,191.89	CANCELLED					
Softball	12/26/22-1/20/23	Fanclath Online appare	\$2,808.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Softball	1/4-2/15/23	Snap Raise	\$2,808.00	\$1,007.00	\$0.00	\$1,007.00	\$1,007.00	\$0.00	
Softball	1/1-2/28/23	Sponsor Banners	\$2,808.21	\$1,500.00	\$415.00	\$1,085.00	\$1,085.00	\$0.00	
Softball	1/27/2023	Chili Supper	\$2,808.21	\$2,345.00	\$300.00	\$2,045.00	\$2,045.00	\$0.00	
Softball Boosters	8/15-9/2/22	Labor Day Golf Tourney	\$3,000.00	\$10,000.00	\$3,000.00	\$7,000.00	\$0.00	\$7,000.00	
Cheerleading	6/8-7/5/22	Peaches	\$2,002.00	\$2,530.02	\$0.00	\$2,530.02	\$2,530.02	\$0.00	
Cheerleading	8/1-31/22	Calendar Dates	\$6,790.29						
Cheerleading	8/29-JV final	JV Concessions	\$8,234.29	\$162.00	\$74.00	\$88.00	\$88.00	\$0.00	
Cheerleading	9/23-10/3/22	Brst Cncr Aware Shirts	\$5,056.76	\$1,260.00	\$929.00	\$331.00	\$331.00	\$0.00	
Cheerleading	5/30-6/24/23	Peaches	\$2,988.20						
Cheerleading	6/2-7/28/23	Fun Fridays	\$2,988.20	put on next year					
Cheerleading	6/2-7/13/23	Mini Cheer Camp	\$2,988.20	put on next year					
Girls' Soccer	6/24-7/14/22	Calendar Fundraiser	\$2,174.98						
Girls' Soccer	7/14-30/22	Banner Sales	\$2,174.98						
Volleyball	7/22-8/15/22	Calendar Fundraiser	\$4,288.91	\$3,669.90	\$1,839.10	\$1,839.80	season expenses		
Volleyball	5/30-7/10/23	Calendar Fundraiser	\$5,596.36						
Volleyball	5/31-6/2/23	Youth Girls Camp	\$5,596.36						
Volleyball	7/24-9/1/23	Sonic Cards	\$5,596.36	put on next year					
Student Council	8/2-12/20/22	Spirit Shirts	\$300.00	\$2,595.00	\$2,932.27	(\$347.00)			
Student Council	8/2/22-5/1/23	Prking Space Painting	\$300.00	\$60.00	\$0.00	\$60.00	\$60.00	\$0.00	
Student Council	8/23-9/16/22	Hmcmg Trler Sponsors	\$305.64	\$300.00	\$0.00	\$300.00	\$300.00	\$0.00	
Student Council	9/1-13/22	Hmcmg Movie Night	\$305.64	\$429.00	\$200.00	\$229.00	\$0.00	\$0.00	
Student Council	9/1-18/22	\$1.00 for Parade Ride	\$745.64	\$105.00	\$0.00	\$105.00	\$105.00	\$0.00	
Student Council	9/9/2022	Hat Day Cancer Found	\$305.64	\$145.40	\$0.00	\$145.40	\$145.40	\$0.00	

MARSHALL COUNTY HIGH SCHOOL FUNDRAISERS
2022-2023 School Year

Student Council	9/13/2022	Hmcmg VB Tourney	\$1,245.64	\$0.00	\$0.00	collected almost 700lbs of canned food			
Student Council	9/14-15/22	Hmcmg Powder Pf Game	\$305.64	\$1,359.00	\$533.22	\$825.78	\$825.78	\$0.00	
Student Council	9/16/2022	Hmcmg Food Trucks	\$305.64	\$388.97	\$0.00	\$388.97	\$388.97	\$0.00	
Student Council	10/21/2022	Breast Cancer Awareness	\$2,447.35	\$121.00	\$0.00	\$121.00	\$121.00	\$0.00	
Student Council	12/2/2022	Hat Day for Hopetown	\$3,238.25	\$124.48	\$0.00	\$124.48	\$124.48	\$0.00	
Student Council	1/23-2/15/23	TASC Conv Calendar	\$2,898.04	\$1,141.00	\$0.00	\$1,141.00	\$1,141.00	\$0.00	
Student Council	1/30-2/3/23	Bball Homecoming Class	\$2,898.04	\$300.00	\$0.00	\$300.00	\$300.00	flowers etc..	
Student Council	1/30-2/11/23	Semiformal Dance	\$2,898.04	\$750.00	\$400.00	\$350.00	\$350.00	\$0.00	
Student Council	5/10/2023	Dodgeball Tournament	\$1,419.88						
Student Council	4/21/2023	Lipsync Battle	\$1,419.88	\$567.97	\$0.00	\$567.97	\$0.00	\$567.97	
Student Council	3/27-4/15/23	Renaissance Flower Sale	\$1,419.88	CANCELLED					
Class of 2023	8/12-31/22	Senior Shirts	\$1,309.75	\$1,682.45	\$1,760.00	(\$77.55)	\$0.00	\$0.00	
Class of 2023	8/18-29/22	Homecoming Shirts	\$1,309.75	\$927.46	\$442.46	\$485.00	\$485.00	\$0.00	
Class of 2023	2/24-3/10/23	Solicit donations	\$2,912.30	\$3,219.83	\$0.00	\$3,219.83	\$3,219.83	\$0.00	
Class of 2023	2/23-3/8/23	Amigo's	\$3,600.00	account at First Commerce Bank					
Class of 2023, Parent Grp	8/24-9/13/22	Alumni Shirts	\$0.00	Not Through The School					
Band Boosters	8/20/2022	Car Wash	\$7,500.00	\$1,450.00	\$150.00	\$1,300.00	\$1,300.00	\$0.00	
Band Boosters	1/30/2023	Amigos Benefit	\$14,000.00			\$250.00			
Band Boosters	1/31-2/14/23	Fan Cloth Merchandise	\$14,000.00			\$105.00			
Band Boosters	2/28/2023	Amigo's	\$14,000.00			\$350.00			
Band Boosters	3/20/2023	Amigo's	\$14,500.00			\$200.00			
Band Boosters	3/15-3/24/23	Butterbraid	\$14,500.00			\$934.00			
Marshall Co. Swim Club	9/30-11/10/22	Sonic Card	\$2,922.00	\$960.00	\$0.00	\$960.00	\$0.00	\$960.00	
FBLA	9/23-10/17/22	Coffee Fundraiser	\$1,029.97	\$1,951.00	\$1,129.61	\$821.39	\$821.39	\$0.00	
Baseball	10/25-11/12/22	Cookie Dough	\$7,000.00	\$8,891.04	\$4,882.08	\$4,008.96	\$0.00	\$4,008.96	
Baseball	1/25-2/22/23	We fund 4 U	\$2,800.00						

MARSHALL COUNTY HIGH SCHOOL FUNDRAISERS
2022-2023 School Year

Drama Club	12/14/2022	Christmas Talent Show	\$53.01	\$480.00	\$200.00	\$200.00	\$0.00	\$200.00
Drama Club	2/17/2023	Funnel Cake/Ice Cream	\$437.01	CANCELLED				
History Club	1/20-6/1/23	Business Donation Solici	\$176.33	\$600.00	\$0.00	\$600.00	\$600.00	\$0.00
Boys Soccer	2/13-2/28/23	Banner Sales	\$532.58	\$2,100.00	\$240.00	\$1,860.00	\$1,860.00	\$0.00
Special Populations	3/2-3/24/23	Egg Your Yard	\$1,516.22	\$880.00	\$479.28	\$400.72	\$400.72	\$0.00
Cross Country	3/13-4/20/23	Graduation Sign Sale	\$1,739.15	\$1,180.00	\$642.00	\$538.00	\$0.00	\$538.00
Chronic Absentee	3/13-4/30/23	Ind/Bus Donations	\$1,074.47					
Interact Club	4/23-5/23	Movie Night	\$28.40					
Beta Club	5/12/2023	Talent Show	\$1,150.12					
Renaissance Student Accou	5/6-19/23	Concession Stand	\$6,182.47	\$692.00	\$205.86	\$486.14	\$486.14	\$0.00

SPOT LOWE TECHNOLOGY CENTER FUNDRAISERS

2022-2023 School Year

Organization	Date	Fundraiser	In Acct.	Collections	Total Exp.	Profit	Purch. w/Profit	Diff.
Spot Lowe Automotive	4/29/2023	Spring Cruise In	\$2,201.72	533.00	0.00	533.00	533.00	0.00

Marshall County Schools Bullying Report 2022-23

Total number of harassment/bullying cases brought to the attention of school officials: 41

Total number of harassment/bullying cases where investigation was indicated bullying actually occurred: 14

Total number of harassment/bullying cases involving race, color, or national origin: 0

Total number of harassment/bullying cases involving sex or gender-based discrimination: 5

Total number of harassment/bullying cases involving disability: 2

Total number of harassment/bullying cases involving electronic technology: 0

Total number of harassment/bullying cases involving religion: 0

Total number of harassment/bullying cases physical appearance: 4

Total number of harassment/bullying cases still pending: 0

Total number of harassment/bullying cases resulting in any disciplinary action other than out of school suspension, including but not limited to student/parent conference, in-school suspension, safety plans, etc: 14

Total number of harassment/bullying, intimidation, bullying, or cyber-bullying cases resulting in out of school suspension less than 10 days: 3

Total number of harassment/bullying, intimidation, bullying, or cyber-bullying cases resulting in out of school suspension of 10 days or more: 0

***The reason discipline numbers differ from the number of cases deemed an act of bullying is because of multiple offenders per case. Discipline events were counted by student – not bullying event.**

Fnd T Acct	Obj Prj Loc	Prg Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23	
			Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward	
71100			REGULAR INSTRUCTION PROGRAM							
71100 116			15,063,089.00	15,365,461.64	12,596,282.85		2,769,178.79	1,278,473.52		
71100 117			42,900.00	42,900.00	39,097.50		3,802.50	19,140.00		
71100 128			10,000.00	12,300.00	9,275.00		3,025.00	1,155.00		
71100 163			735,038.00	858,121.23	683,038.18		175,083.05	70,727.60		
71100 186			186,003.00	203,103.00	190,525.00		12,578.00			
71100 189			93,840.00	147,421.31	135,999.47		11,421.84	44,511.81		
71100 195			30,000.00	30,000.00	18,939.47		11,060.53	1,050.00		
71100 198			180,000.00	290,500.00	252,307.42		38,192.58	38,075.42		
71100 201			1,013,134.00	963,598.42	779,430.89		184,167.53	80,827.16		
71100 204			1,386,989.00	1,357,278.65	1,105,609.21		251,669.44	112,550.08		
71100 207			3,441,744.00	3,254,444.00	3,254,370.17		73.83	334,775.63		
71100 208			11,228.00	11,228.00	10,497.12		730.88	1,048.80		
71100 210			9,426.00	9,426.00	8,690.86		735.14	357.65		
71100 212			236,943.00	233,745.16	187,912.80		45,832.36	19,530.29		
71100 217			76,500.00	86,500.00	48,473.19		38,026.81	4,614.80		
71100 336			177,122.00	229,522.00	140,842.49		88,679.51	5,670.72	55,652.15	
71100 355			2,000.00	3,300.00	3,224.58		75.42	465.28		
71100 356			6,000.00	6,000.00	5,257.69		742.31	5,257.69		
71100 399			33,500.00	339,100.00	335,424.24		3,675.76	3,133.50	399.98	
71100 429			320,200.00	389,432.22	363,238.04	25,889.17	305.01	51,239.68	36,308.80	
71100 449			300,000.00	1,162,015.50	775,249.96	280,963.59	105,801.95	657,249.60	611.00	
71100 499				3,000.00	299.84	1,287.67	1,412.49		2,000.00	
71100 599				6,000.00			6,000.00		400.00	
71100 722					100,876.88	11,483.58	-112,360.46	13,204.80	4,146.54	
71100 790			118,000.00	118,000.00	4,613.53		113,386.47	324.75		
71100 ---			23,473,656.00	25,122,397.13	21,049,476.38	319,624.01	3,753,296.74	2,743,383.78	99,518.47	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
71150			ALTERNATIVE INSTRUCTION PROGRA							
71150 116			TEACHERS	116,575.00	63,882.50	52,739.05		11,143.45	5,140.80	
71150 186			LONGEVITY PAY	1,350.00	1,350.00	650.00		700.00		
71150 198			NON-CERTIFIED S	1,000.00	2,500.00	1,870.00		630.00	270.00	
71150 201			SOCIAL SECURITY	7,373.00	3,784.27	3,085.31		698.96	303.06	
71150 204			STATE RETIREMEN	10,248.00	5,644.11	4,639.51		1,004.60	446.74	
71150 207			MEDICAL INSURAN	34,012.00	16,312.00	16,226.81		85.19	1,642.40	
71150 208			DENTAL INSURANC	92.00	92.00	45.60		46.40	4.56	
71150 210			UNEMPLOYMENT CO	63.00	63.00	26.59		36.41	0.81	
71150 212			EMPLOYER MEDICA	1,724.00	1,773.41	721.59		1,051.82	70.88	
71150 399			OTHER CONTRACTE	3,000.00	3,000.00	1,181.51		1,818.49	103.11	
71150 429			INSTRUCTIONAL S	800.00	800.00	400.00		400.00		
71150 722			REGULAR INSTRUC	3,000.00	500.00			500.00		
71150 ---			ALTERNATIVE INS	179,237.00	99,701.29	81,585.97		18,115.32	7,982.36	

Fnd T Acct	Obj Prj Loc	Prg Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
			Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
71200	SPECIAL EDUCATION PROGRAM								
71200 116		TEACHERS	1,397,346.00	1,348,674.50	1,112,822.19		235,852.31	114,116.90	
71200 117		CAREER LADDER P	5,500.00	5,500.00	5,500.00			2,750.00	
71200 128		HOMEBOUND TEACH	6,000.00	6,000.00	2,550.00		3,450.00		
71200 163		EDUCATIONAL ASS	430,752.00	398,377.92	343,776.96		54,600.96	33,441.96	
71200 171		SPEECH PATHOLOG	237,871.00	188,324.50	166,635.45		21,689.05	17,108.18	
71200 186		LONGEVITY PAY	24,650.00	32,050.00	29,850.00		2,200.00		
71200 195		CERTIFIED SUBST	3,500.00	7,900.00	4,800.00		3,100.00	500.00	
71200 198		NON-CERTIFIED S	24,000.00	28,800.00	24,610.00		4,190.00	3,807.50	
71200 201		SOCIAL SECURITY	132,036.00	111,029.30	91,763.63		19,265.67	9,248.43	
71200 204		STATE RETIREMEN	177,548.00	163,041.08	134,591.86		28,449.22	13,590.54	
71200 207		MEDICAL INSURAN	730,099.00	638,699.00	638,674.96		24.04	66,174.23	
71200 208		DENTAL INSURANC	2,650.00	2,650.00	2,024.64		625.36	209.76	
71200 210		UNEMPLOYMENT CO	1,532.00	1,532.00	1,310.35		221.65	97.77	
71200 212		EMPLOYER MEDICA	30,879.00	28,212.92	21,722.81		6,490.11	2,187.57	
71200 217		RETIREMENT-HYBR	9,027.00	9,027.00	5,359.86		3,667.14	607.75	
71200 429		INSTRUCTIONAL S	7,000.00	7,000.00	6,400.00		600.00		
71200 725		SPECIAL EDUCATI	1,000.00	1,000.00			1,000.00		
71200 ---		SPECIAL EDUCATI	3,221,390.00	2,977,818.22	2,592,392.71		385,425.51	263,840.59	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
71300										
			TEACHERS	1,048,662.00	1,088,240.29	904,088.03		184,152.26	82,857.78	
			CAREER LADDER P	3,000.00	3,000.00	3,000.00			1,500.00	
			EDUCATIONAL ASS		9,700.00	6,916.50		2,783.50	1,383.30	
			LONGEVITY PAY	11,750.00	12,500.00	11,200.00		1,300.00		
			CERTIFIED SUBST	1,000.00	1,000.00			1,000.00		
			NON-CERTIFIED S	8,000.00	10,600.00	8,595.00		2,005.00	1,755.00	
			SOCIAL SECURITY	66,490.00	67,844.04	53,652.49		14,191.55	5,275.16	
			STATE RETIREMEN	92,411.00	94,331.86	78,798.88		15,532.98	7,778.13	
			MEDICAL INSURAN	231,146.00	231,146.00	228,170.68		2,975.32	22,053.44	
			DENTAL INSURANC	780.00	780.00	752.40		27.60	72.96	
			UNEMPLOYMENT CO	468.00	479.00	476.99		2.01	5.28	
			EMPLOYER MEDICA	15,550.00	15,866.67	12,570.03		3,296.64	1,247.42	
			RETIREMENT-HYBR	5,508.00	5,508.00	2,788.65		2,719.35	244.91	
			MAINTENANCE AND	2,500.00	2,500.00	387.19		2,112.81		
			INSTRUCTIONAL S	22,800.00	112,858.00	107,996.10	1,227.31	3,634.59	19,501.92	1,776.47
			TEXTBOOKS	2,000.00	2,000.00			2,000.00		
			OTHER CHARGES	500.00	500.00			500.00		
			REGULAR INSTRUC	30,000.00	15,100.00			15,100.00		
			VOCATIONAL INST			13,730.95	1,280.73	-15,011.68		
71300	---		VOCATIONAL EDUC	1,542,565.00	1,673,953.86	1,433,123.89	2,508.04	238,321.93	143,675.30	1,776.47

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72110										
	72110 105		SUPERVISOR/DIRE	40,463.00	71,860.30	37,187.20		34,673.10	3,542.04	
	72110 117		CAREER LADDER P	600.00	600.00	600.00			300.00	
	72110 130		SOCIAL WORKERS	77,414.00	87,336.72	72,437.20		14,899.52	7,440.24	
	72110 162		CLERICAL PERSON	40,745.00	42,027.06	34,869.25		7,157.81	3,578.43	
	72110 186		LONGEVITY PAY	4,950.00	4,950.00	3,700.00		1,250.00		
	72110 201		SOCIAL SECURITY	10,179.00	12,181.67	6,598.50		5,583.17	618.91	
	72110 204		STATE RETIREMEN	9,233.00	11,978.28	8,154.81		3,823.47	826.40	
	72110 207		MEDICAL INSURAN	23,263.00	23,263.00	23,154.04		108.96	2,351.56	
	72110 208		DENTAL INSURANC	137.00	137.00	136.80		0.20	13.68	
	72110 210		UNEMPLOYMENT CO	126.00	126.00	80.23		45.77		
	72110 212		EMPLOYER MEDICA	2,380.00	2,778.00	2,053.12		724.88	200.46	
	72110 355		TRAVEL	2,500.00	2,500.00	1,124.07		1,375.93	123.63	
	72110 399		OTHER CONTRACTE		27,900.00	27,829.00		71.00		
	72110 499		OTHER SUPPLIES	3,000.00	3,000.00	2,663.04		336.96	1,260.00	
	72110 524		STAFF DEVELOPME	4,000.00	4,000.00	1,062.90		2,937.10		
	72110 704		ATTENDANCE EQUI	4,000.00	4,000.00	946.43		3,053.57		946.43
	72110 ---			222,990.00	298,638.03	222,596.59		76,041.44	20,255.35	946.43

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
72120										
	72120 105		SUPERVISOR/DIRE	103,092.00	106,186.03	88,119.50		18,066.53	9,032.88	
	72120 117		CAREER LADDER P	550.00	550.00	550.00			275.00	
	72120 131		MEDICAL PERSONN	270,086.00	255,219.35	199,503.38		55,715.97	22,388.07	
	72120 186		LONGEVITY PAY	3,050.00	3,350.00	3,050.00		300.00		
	72120 201		SOCIAL SECURITY	20,164.00	21,931.04	14,472.42		7,458.62	1,570.71	
	72120 204		STATE RETIREMEN	20,485.00	25,784.10	20,488.03		5,296.07	2,133.82	
	72120 207		MEDICAL INSURAN	86,354.00	81,354.00	77,461.90		3,892.10	9,167.18	
	72120 208		DENTAL INSURANC	274.00	294.00	291.84		2.16	31.92	
	72120 210		UNEMPLOYMENT CO	294.00	294.00	288.01		5.99	2.77	
	72120 212		EMPLOYER MEDICA	5,463.00	5,778.03	3,855.93		1,922.10	417.81	
	72120 217		RETIREMENT-HYBR	3,277.00	3,277.00	2,442.33		834.67	229.08	
	72120 355		TRAVEL	1,000.00	2,900.00	2,808.18		91.82	139.26	
	72120 399		OTHER CONTRACTE	40,000.00	40,000.00	40,000.00				
	72120 499		OTHER SUPPLIES	15,000.00	15,000.00	15,122.34		-122.34	299.94	813.00
	72120 524		STAFF DEVELOPME	2,000.00	1,180.00			1,180.00		
	72120 599		OTHER CHARGES	5,000.00						
	72120 735		HEALTH EQUIPMEN	2,000.00	9,300.00	9,289.63		10.37		
	72120 ---		HEALTH SERVICES	578,089.00	572,397.55	477,743.49		94,654.06	45,688.44	813.00

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72130													
	72130	117				CAREER LADDER P	2,000.00	2,000.00	2,000.00			1,000.00	
	72130	123				GUIDANCE PERSON	691,065.00	707,186.26	599,137.12		108,049.14	59,607.83	
	72130	186				LONGEVITY PAY	8,450.00	9,800.00	8,350.00		1,450.00		
	72130	189				OTHER SALARIES	2,000.00	2,000.00	1,265.00		735.00	135.00	
	72130	201				SOCIAL SECURITY	43,618.00	41,365.52	34,408.57		6,956.95	3,412.20	
	72130	204				STATE RETIREMEN	61,112.00	62,879.56	51,937.12		10,942.44	5,170.86	
	72130	207				MEDICAL INSURAN	180,753.00	180,753.00	179,322.80		1,430.20	17,373.23	
	72130	208				DENTAL INSURANC	370.00	370.00	369.36		0.64	41.04	
	72130	210				UNEMPLOYMENT CO	300.00	300.00	255.74		44.26	0.41	
	72130	212				EMPLOYER MEDICA	10,201.00	10,492.76	8,047.26		2,445.50	798.00	
	72130	217				RETIREMENT-HYBR	2,693.00	2,693.00	1,482.94		1,210.06	132.20	
	72130	309				CONTRACTS WITH	48,000.00	130,205.00			130,205.00		
	72130	322				EVALUATION AND	40,000.00	36,090.00	2,024.00		34,066.00	2,024.00	
	72130	399				OTHER CONTRACTE	16,000.00	56,000.00	42,377.32	4,514.25	9,108.43	25,485.75	
	72130	499				OTHER SUPPLIES	4,125.00	4,125.00	3,987.93		137.07		
	72130	524				STAFF DEVELOPME	2,000.00	2,000.00	1,700.00		300.00	200.00	
	72130	599				OTHER CHARGES	10,000.00	10,400.00	8,642.35		1,757.65	4,047.12	
	72130	790				OTHER EQUIPMENT		55,853.96	55,851.19		2.77		
	72130	---				OTHER STUDENT S	1,122,687.00	1,314,514.06	1,001,158.70	4,514.25	308,841.11	119,427.64	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72210										
	72210 105		SUPERVISOR/DIRE	313,760.00	355,934.80	297,162.81		58,771.99	33,044.94	
	72210 117		CAREER LADDER P	5,000.00	5,000.00	5,000.00			2,500.00	
	72210 129		LIBRARIANS	559,013.00	534,396.73	443,738.94		90,657.79	45,295.74	
	72210 161		SECRETARY(S)	25,040.00	25,826.82	20,227.86		5,598.96	1,963.33	
	72210 186		LONGEVITY PAY	17,200.00	18,400.00	16,575.00		1,825.00		
	72210 189		OTHER SALARIES	5,000.00	7,900.00	6,660.00		1,240.00	1,185.00	
	72210 201		SOCIAL SECURITY	57,351.00	56,112.41	44,558.60		11,553.81	4,749.10	
	72210 204		STATE RETIREMEN	80,026.00	81,789.47	67,417.09		14,372.38	7,136.87	
	72210 207		MEDICAL INSURAN	212,058.00	197,058.00	194,291.91		2,766.09	19,655.08	
	72210 208		DENTAL INSURANC	640.00	640.00	572.74		67.26	59.28	
	72210 210		UNEMPLOYMENT CO	378.00	378.00	337.38		40.62	3.57	
	72210 212		EMPLOYER MEDICA	13,413.00	13,777.62	10,429.66		3,347.96	1,110.69	
	72210 217		RETIREMENT-HYBR	887.00	887.00	485.90		401.10	48.82	
	72210 355		TRAVEL	3,000.00	8,500.00	7,700.53		799.47	782.51	
	72210 399		OTHER CONTRACTE	10,200.00	10,200.00			10,200.00		
	72210 432		LIBRARY BOOKS/M	23,650.00	23,650.00	21,941.78		1,708.22	427.97	
	72210 499		OTHER SUPPLIES	8,750.00	8,750.00	6,259.50	81.60	2,408.90	489.25	
	72210 524		STAFF DEVELOPME	29,500.00	29,500.00	29,420.58	806.43	-727.01	4,817.02	7,100.00
	72210 790		OTHER EQUIPMENT	2,000.00	2,000.00			2,000.00		
	72210 ---		REGULAR INSTRUC	1,366,866.00	1,380,700.85	1,172,780.28	888.03	207,032.54	123,269.17	7,100.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72220										
	72220 117		CAREER LADDER P	500.00	500.00	500.00				250.00
	72220 124		PHSYCOLOGICAL P	43,061.00	61,860.00	51,256.70		10,603.30		5,254.17
	72220 186		LONGEVITY PAY	250.00	1,750.00	1,750.00				
	72220 189		OTHER SALARIES	16,127.00	17,164.18	16,074.20		1,089.98		1,654.24
	72220 201		SOCIAL SECURITY	2,670.00	2,810.57	108.50		2,702.07		
	72220 204		STATE RETIREMEN	3,742.00	5,598.33	4,585.45		1,012.88		456.59
	72220 207		MEDICAL INSURAN	16,440.00	1,440.00			1,440.00		
	72220 208		DENTAL INSURANC	46.00	46.00			46.00		
	72220 210		UNEMPLOYMENT CO	42.00	63.00	63.00				1.16
	72220 212		EMPLOYER MEDICA	624.00	1,166.88	1,008.99		157.89		103.81
	72220 217		RETIREMENT-HYBR	774.00	774.00			774.00		
	72220 310		CONTRACTS WITH	80,000.00	175,000.00	148,490.53		26,509.47		25,449.26
	72220 355		TRAVEL	500.00	500.00			500.00		
	72220 524		STAFF DEVELOPME	1,000.00	1,000.00			1,000.00		
	72220 ---		SPECIAL EDUCATI	165,776.00	269,672.96	223,837.37		45,835.59		33,169.23

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
72230													
	72230	105				SUPERVISOR/DIRE	85,030.00	91,679.47	83,839.24		7,840.23	7,839.44	
	72230	161				SECRETARY(S)	26,458.00	27,276.48	22,633.20		4,643.28	2,321.64	
	72230	186				LONGEVITY PAY	950.00	950.00	950.00				
	72230	201				SOCIAL SECURITY	6,971.00	7,173.49	6,151.63		1,021.86	549.76	
	72230	204				STATE RETIREMEN	9,456.00	10,100.10	9,065.73		1,034.37	855.37	
	72230	207				MEDICAL INSURAN	24,333.00	29,333.00	28,488.60		844.40	3,535.80	
	72230	208				DENTAL INSURANC	92.00	92.00	91.20		0.80	9.12	
	72230	210				UNEMPLOYMENT CO	42.00	42.00	42.00				
	72230	212				EMPLOYER MEDICA	1,630.00	1,677.36	1,438.66		238.70	128.57	
	72230	307				COMMUNICATION	3,200.00	2,830.00	387.90		2,442.10		
	72230	355				TRAVEL	500.00	500.00	197.35		302.65		
	72230	399				OTHER CONTRACTE	4,000.00	4,000.00	2,141.05		1,858.95		
	72230	599				OTHER CHARGES	500.00	500.00	435.00		65.00	435.00	
	72230	---				VOCATIONAL EDUC	163,162.00	176,153.90	155,861.56		20,292.34	15,674.70	

Fnd T Acct	Obj Prj Loc	Prg Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
			Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72250		TECHNOLOGY							
72250 105		SUPERVISOR/DIRE	79,814.00	82,208.60	75,157.49		7,051.11	7,050.19	
72250 121		DATA PROCESSING	200,274.00	206,474.08	188,804.02		17,670.06	17,189.63	
72250 186		LONGEVITY PAY	1,450.00	1,450.00	1,200.00		250.00		
72250 201		SOCIAL SECURITY	17,455.00	17,987.87	15,614.52		2,373.35	1,391.59	
72250 204		STATE RETIREMEN	22,065.00	22,745.52	20,165.23		2,580.29	1,844.07	
72250 207		MEDICAL INSURAN	51,719.00	51,719.00	45,756.26		5,962.74	5,271.83	
72250 208		DENTAL INSURANC	228.00	228.00	186.96		41.04	22.80	
72250 210		UNEMPLOYMENT CO	147.00	147.00	137.69		9.31	9.37	
72250 212		EMPLOYER MEDICA	4,082.00	4,206.62	3,651.74		554.88	325.45	
72250 217		RETIREMENT-HYBR	1,588.00	1,588.00	849.31		738.69	79.67	
72250 307		COMMUNICATION	20.00	20.00	0.35		19.65		
72250 336		MAINTENANCE AND	62,723.00	62,723.00	56,511.33	38.20	6,173.47	3,520.00	380.98
72250 350		INTERNET CONNEC	126,000.00	126,000.00	122,683.20		3,316.80		
72250 399		OTHER CONTRACTE	7,610.00	7,610.00	7,048.00		562.00		
72250 471		SOFTWARE	23,196.00	23,196.00	10,026.00	11,331.32	1,838.68		
72250 524		STAFF DEVELOPME	2,000.00	2,000.00	1,977.00		23.00		560.00
72250 790		OTHER EQUIPMENT		1,016,533.00		361,693.32	654,839.68		
72250 ---		TECHNOLOGY	600,371.00	1,626,836.69	549,769.10	373,062.84	704,004.75	36,704.60	940.98

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72310										
	72310 191		BOARD AND COMMI	12,000.00	35,923.00	32,429.38		3,493.62	2,993.58	
	72310 201		SOCIAL SECURITY	744.00	2,227.00	1,783.56		443.44	164.96	
	72310 212		EMPLOYER MEDICA	174.00	521.00	469.93		51.07	43.38	
	72310 320		DUES AND MEMBER	6,763.00	6,763.00			6,763.00		
	72310 331		LEGAL SERVICES	15,000.00	15,000.00	8,070.25		6,929.75	1,178.50	
	72310 355		TRAVEL	500.00	500.00			500.00		
	72310 399		OTHER CONTRACTE	16,250.00	16,250.00	16,250.00			1,000.00	
	72310 499		OTHER SUPPLIES	1,000.00	1,000.00			1,000.00		
	72310 506		LIABILITY INSUR	106,499.00	106,499.00	105,840.00		659.00		
	72310 510		TRUSTEE'S COMMI	330,000.00	292,135.00	288,309.54		3,825.46	5,883.64	
	72310 513		WORKMAN'S COMPE	164,973.00	164,973.00	159,723.00		5,250.00		
	72310 524		STAFF DEVELOPME	4,000.00	4,000.00	625.00		3,375.00	200.00	
	72310 533		CRIMINAL INVEST	8,000.00	9,900.00	7,243.95	2,427.50	228.55	334.35	
	72310 599		OTHER CHARGES	8,000.00	6,100.00	3,961.34		2,138.66	176.75	
	72310 ---		BOARD OF EDUCAT	673,903.00	661,791.00	624,705.95	2,427.50	34,657.55	11,975.16	

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
72320													
	72320	101				COUNTY OFFICIAL	136,535.00	140,631.02	128,569.59		12,061.43	12,060.51	
	72320	117				CAREER LADDER P	1,000.00	1,000.00	1,000.00			1,000.00	
	72320	161				SECRETARY(S)	45,390.00	52,895.27	48,924.85		3,970.42	3,891.85	
	72320	186				LONGEVITY PAY	1,550.00	1,550.00	1,550.00				
	72320	201				SOCIAL SECURITY	11,437.00	11,778.08	10,626.81		1,151.27	996.27	
	72320	204				STATE RETIREMEN	15,472.00	16,433.34	15,038.72		1,394.62	1,426.85	
	72320	207				MEDICAL INSURAN	20,741.00	39,476.00	35,371.25		4,104.75	3,547.20	
	72320	208				DENTAL INSURANC	370.00	385.00	382.14		2.86	38.10	
	72320	210				UNEMPLOYMENT CO	63.00	63.00	42.00		21.00		
	72320	212				EMPLOYER MEDICA	2,675.00	2,754.77	2,485.33		269.44	233.00	
	72320	307				COMMUNICATION	600.00	600.00	550.00		50.00	100.00	
	72320	320				DUES AND MEMBER	4,040.00	6,790.00	6,790.00				
	72320	355				TRAVEL	1,000.00	1,000.00			1,000.00		
	72320	435				OFFICE SUPPLIES	500.00	500.00			500.00		
	72320	524				STAFF DEVELOPME	4,000.00	300.00	288.00		12.00		
	72320	599				OTHER CHARGES	1,500.00	3,200.00	2,481.30	700.00	18.70		
	72320	701				ADMINISTRATION	1,000.00	1,000.00			1,000.00		
	72320	---				DIRECTOR OF SCH	247,873.00	280,356.48	254,099.99	700.00	25,556.49	23,293.78	

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72410													
	72410	104				PRINCIPALS	859,209.00	880,482.70	744,259.07		136,223.63	73,357.86	
	72410	117				CAREER LADDER P	11,000.00	11,000.00	11,000.00			5,500.00	
	72410	139				ASSISTANT PRINC	891,252.00	940,268.90	773,886.38		166,382.52	78,748.47	
	72410	162				CLERICAL PERSON	423,360.00	448,633.24	368,230.62		80,402.62	37,612.28	
	72410	186				LONGEVITY PAY	30,750.00	37,750.00	31,750.00		6,000.00		
	72410	201				SOCIAL SECURITY	137,365.00	141,254.81	111,776.18		29,478.63	11,308.85	
	72410	204				STATE RETIREMEN	187,495.00	192,791.71	162,706.82		30,084.89	16,516.92	
	72410	207				MEDICAL INSURAN	379,773.00	401,773.00	401,417.69		355.31	40,497.33	
	72410	208				DENTAL INSURANC	1,190.00	1,245.00	1,240.32		4.68	127.68	
	72410	210				UNEMPLOYMENT CO	840.00	840.00	816.68		23.32		
	72410	212				EMPLOYER MEDICA	32,126.00	33,035.72	26,141.29		6,894.43	2,644.81	
	72410	320				DUES AND MEMBER	2,300.00	2,300.00			2,300.00		
	72410	355				TRAVEL	1,000.00	1,000.00			1,000.00		
	72410	399				OTHER CONTRACTE	11,000.00	11,700.00	5,400.00		6,300.00		
	72410	435				OFFICE SUPPLIES	6,875.00	7,595.00	6,986.89	558.00	50.11		
	72410	599				OTHER CHARGES	150,000.00	150,000.00	123,189.27		26,810.73	4,647.36	1,855.02
	72410	701				ADMINISTRATION	13,970.00	13,970.00	11,485.52	586.97	1,897.51	106.97	
	72410	---				OFFICE OF THE P	3,139,505.00	3,275,640.08	2,780,286.73	1,144.97	494,208.38	271,068.53	1,855.02

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72510										
	72510 105		SUPERVISOR/DIRE	79,814.00	82,208.60	75,157.49		7,051.11	7,050.19	
	72510 119		ACCOUNTANTS/BOO	189,930.00	199,980.82	183,141.14		16,839.68	16,768.13	
	72510 186		LONGEVITY PAY	2,550.00	2,550.00	2,500.00		50.00		
	72510 201		SOCIAL SECURITY	16,882.00	17,393.22	15,076.00		2,317.22	1,382.17	
	72510 204		STATE RETIREMEN	20,422.00	21,170.41	19,382.96		1,787.45	1,786.37	
	72510 207		MEDICAL INSURAN	84,371.00	64,371.00	60,177.27		4,193.73	5,002.90	
	72510 208		DENTAL INSURANC	183.00	183.00	145.92		37.08	13.68	
	72510 210		UNEMPLOYMENT CO	147.00	147.00	123.70		23.30		
	72510 212		EMPLOYER MEDICA	3,948.00	4,067.56	3,525.86		541.70	323.25	
	72510 317		DATA PROCESSING	57,504.00	57,604.00	57,597.38		6.62		
	72510 355		TRAVEL	500.00	800.00	245.24		554.76		
	72510 399		OTHER CONTRACTE	1,000.00	1,000.00	825.00		175.00	75.00	
	72510 411		DATA PROCESSING	3,900.00	8,500.00	8,440.34	250.00	-190.34	8,401.04	
	72510 435		OFFICE SUPPLIES	5,000.00	-130.00	-10,302.91	400.84	9,772.07	-1,411.62	
	72510 524		STAFF DEVELOPME	4,000.00	4,000.00	1,635.00	300.00	2,065.00		
	72510 701		ADMINISTRATION	5,000.00	5,000.00	2,014.11		2,985.89		993.63
	72510 ---		FISCAL SERVICES	475,151.00	468,845.61	419,684.50	950.84	48,210.27	39,391.11	993.63

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72520										
	72520 105		SUPERVISOR/DIRE	79,814.00	82,208.60	75,157.49		7,051.11	7,050.19	
	72520 162		CLERICAL PERSON	46,839.00	48,291.17	44,145.24		4,145.93	4,145.04	
	72520 186		LONGEVITY PAY	1,200.00	1,200.00	1,200.00				
	72520 201		SOCIAL SECURITY	7,927.00	8,165.38	6,951.24		1,214.14	642.94	
	72520 204		STATE RETIREMEN	9,589.00	9,879.00	9,037.68		841.32	839.64	
	72520 207		MEDICAL INSURAN	27,736.00	28,466.00	28,461.64		4.36	2,926.24	
	72520 208		DENTAL INSURANC	92.00	92.00	91.20		0.80	9.12	
	72520 210		UNEMPLOYMENT CO	63.00	63.00	42.00		21.00		
	72520 212		EMPLOYER MEDICA	1,854.00	1,909.75	1,625.70		284.05	150.37	
	72520 355		TRAVEL	750.00	750.00	229.34		520.66		
	72520 435		OFFICE SUPPLIES	2,000.00	2,000.00	1,924.53	1,131.60	-1,056.13		1,447.00
	72520 499		OTHER SUPPLIES	2,000.00	2,000.00	622.53		1,377.47		
	72520 524		STAFF DEVELOPME	1,500.00	1,500.00	350.00		1,150.00		
	72520 599		OTHER CHARGES	9,800.00	9,800.00	5,755.20	825.00	3,219.80	201.00	
	72520 701		ADMINISTRATION	2,000.00	1,265.00			1,265.00		
	72520 ---			193,164.00	197,589.90	175,593.79	1,956.60	20,039.51	15,964.54	1,447.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72610										
	72610 166		CUSTODIAL PERSO	979,190.00	926,103.42	834,938.01		91,165.41	77,757.04	
	72610 186		LONGEVITY PAY	16,775.00	16,775.00	15,175.00		1,600.00		
	72610 189		OTHER SALARIES	51,510.00	57,755.30	52,015.25		5,740.05	5,595.05	
	72610 201		SOCIAL SECURITY	64,943.00	66,707.44	49,574.40		17,133.04	4,519.50	
	72610 204		STATE RETIREMEN	78,561.00	80,695.41	60,555.46		20,139.95	5,560.07	
	72610 207		MEDICAL INSURAN	318,127.00	295,527.00	295,486.31		40.69	30,924.80	
	72610 208		DENTAL INSURANC	1,090.00	1,090.00	875.52		214.48	86.64	
	72610 210		UNEMPLOYMENT CO	1,260.00	1,260.00	913.79		346.21	49.73	
	72610 212		EMPLOYER MEDICA	15,188.00	15,600.65	11,913.05		3,687.60	1,089.32	
	72610 359		DISPOSAL FEES	103,368.00	125,568.00	116,139.05		9,428.95	10,083.49	
	72610 399		OTHER CONTRACTE	13,600.00	13,600.00	12,954.96		645.04		1,500.00
	72610 410		CUSTODIAL SUPPL	170,000.00	264,000.00	214,046.15	64,442.19	-14,488.34	20,390.89	9,797.56
	72610 415		ELECTRICITY	1,185,000.00	1,250,000.00	1,157,495.55		92,504.45	77,890.19	
	72610 434		NATURAL GAS	115,000.00	135,000.00	120,298.37		14,701.63	5,616.56	
	72610 454		WATER AND SEWER	180,500.00	200,400.00	184,228.43		16,171.57	13,160.75	
	72610 499		OTHER SUPPLIES	2,000.00	2,000.00			2,000.00		
	72610 501		BOILER INSURANC	6,530.00	6,530.00	6,354.00		176.00		
	72610 502		BUILDING AND CO	249,525.00	249,525.00	246,970.00		2,555.00		
	72610 524		STAFF DEVELOPME	1,000.00	1,000.00			1,000.00		
	72610 720		PLANT OPERATION	5,000.00	5,000.00	3,547.72	54.60	1,397.68	345.40	963.79
	72610 ---		OPERATION OF PL	3,558,167.00	3,714,137.22	3,383,481.02	64,496.79	266,159.41	253,069.43	12,261.35

Fnd T	Acct	Obj	Prj	Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
							Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72620													
	72620	105				SUPERVISOR/DIRE	79,814.00	82,208.60	75,157.49		7,051.11	7,050.19	
	72620	162				CLERICAL PERSON	33,000.00	34,669.80	31,696.50		2,973.30	2,973.30	
	72620	167				MAINTENANCE PER	456,856.00	450,788.34	409,611.85		41,176.49	39,827.73	
	72620	186				LONGEVITY PAY	6,350.00	6,350.00	6,050.00		300.00		
	72620	189				OTHER SALARIES	26,250.00	31,250.00	28,750.00		2,500.00	12,750.00	
	72620	201				SOCIAL SECURITY	37,341.00	38,415.88	31,759.36		6,656.52	3,536.51	
	72620	204				STATE RETIREMEN	45,170.00	46,470.27	39,117.98		7,352.29	4,397.69	
	72620	207				MEDICAL INSURAN	120,365.00	120,365.00	113,814.85		6,550.15	11,395.22	
	72620	208				DENTAL INSURANC	275.00	355.00	351.12		3.88	36.48	
	72620	210				UNEMPLOYMENT CO	315.00	340.00	337.58		2.42	7.54	
	72620	212				EMPLOYER MEDICA	8,733.00	8,984.38	7,520.33		1,464.05	855.33	
	72620	217				RETIREMENT-HYBR	82.00	82.00	46.61		35.39	23.31	
	72620	307				COMMUNICATION	3,500.00	4,800.00	4,338.23		461.77	340.00	
	72620	320				DUES AND MEMBER	300.00	400.00	400.00				
	72620	335				MAINTENANCE AND	310,000.00	654,162.63	489,567.51	279,760.48	-115,165.36	38,569.46	57,298.20
	72620	336				MAINTENANCE AND	240,000.00	47,895.00	41,992.54	45,686.57	-39,784.11	2,587.90	47,164.67
	72620	355				TRAVEL	500.00	4,700.00	3,039.64		1,660.36		
	72620	399				OTHER CONTRACTE	239,025.00	300,525.00	203,769.17	40,720.94	56,034.89	5,237.45	1,140.52
	72620	418				EQUIPMENT AND M			190.00		-190.00		
	72620	499				OTHER SUPPLIES	1,000.00	7,200.00	4,311.00	3,776.30	-887.30	515.73	
	72620	524				STAFF DEVELOPME	1,000.00	1,400.00	1,395.00		5.00		
	72620	599				OTHER CHARGES	4,000.00	5,300.00	5,242.47		57.53		
	72620	701				ADMINISTRATION		20,000.00	15,135.07	4,198.47	666.46		12,307.28
	72620	717				MAINTENANCE EQU	5,000.00	5,000.00	1,745.59		3,254.41		1,145.65
	72620	---				MAINTENANCE OF	1,618,876.00	1,871,661.90	1,515,339.89	374,142.76	-17,820.75	130,103.84	119,056.32

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72710										
	72710 105		SUPERVISOR/DIRE	79,814.00	82,208.60	75,157.49		7,051.11	7,050.19	
	72710 142		MECHANIC(S)	114,645.00	131,353.78	117,167.36		14,186.42	12,653.08	
	72710 146		BUS DRIVERS	646,432.00	847,212.93	649,721.42		197,491.51	81,337.03	
	72710 162		CLERICAL PERSON	33,600.00	34,709.80	31,723.40		2,986.40	2,978.68	
	72710 186		LONGEVITY PAY	17,900.00	19,800.00	19,350.00		450.00		
	72710 189		OTHER SALARIES	47,447.00	62,180.23	54,188.38		7,991.85	6,160.11	
	72710 201		SOCIAL SECURITY	58,270.00	68,886.10	50,590.12		18,295.98	5,909.52	
	72710 204		STATE RETIREMEN	70,488.00	83,358.55	68,345.31		15,013.24	7,636.92	
	72710 207		MEDICAL INSURAN	423,928.00	402,228.00	401,486.49		741.51	40,468.45	
	72710 208		DENTAL INSURANC	1,505.00	1,505.00	1,254.00		251.00	123.12	
	72710 210		UNEMPLOYMENT CO	1,218.00	1,218.00	980.92		237.08	66.26	
	72710 212		EMPLOYER MEDICA	13,628.00	16,076.07	12,059.83		4,016.24	1,427.88	
	72710 217		RETIREMENT-HYBR		200.00	138.26		61.74	13.05	
	72710 307		COMMUNICATION	2,000.00	2,000.00	1,529.12		470.88	81.75	
	72710 340		MEDICAL AND DEN	8,000.00	8,000.00	5,105.00	960.00	1,935.00	425.00	2,500.00
	72710 355		TRAVEL	500.00	2,200.00			2,200.00		
	72710 399		OTHER CONTRACTE	29,000.00	30,500.00	29,607.84		892.16	329.93	7,176.90
	72710 412		DIESEL FUEL	250,000.00	289,750.00	249,099.74		40,650.26	30,415.86	
	72710 425		GASOLINE	65,000.00	69,200.00	66,299.58		2,900.42	7,571.49	9,178.10
	72710 450		TIRES AND TUBES	30,000.00	32,316.79	46,306.89	3,327.00	-17,317.10	173.00	45,250.00
	72710 453		VEHICLE PARTS	70,000.00	70,000.00	59,142.33	13,187.87	-2,330.20	565.80	15,375.17
	72710 511		VEHICLE AND EQU	62,332.00	62,332.00	61,743.00		589.00		
	72710 514		DEPRECIATION	1,000.00	1,000.00			1,000.00		
	72710 524		STAFF DEVELOPME		1,200.00	1,175.00		25.00	950.00	
	72710 599		OTHER CHARGES	27,200.00	43,700.00	42,681.62	5,539.83	-4,521.45	3,012.71	6,411.00
	72710 729		TRANSPORTATION		7,500.00		7,064.00	436.00		
	72710 ---		TRANSPORTATION	2,053,907.00	2,370,635.85	2,044,853.10	30,078.70	295,704.05	209,349.83	85,891.17

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
72810										
72810	162			CLERICAL PERSON	24,480.00	25,238.90	23,071.60	2,167.30	2,166.32	
72810	186			LONGEVITY PAY	450.00	450.00	450.00			
72810	201			SOCIAL SECURITY	1,546.00	1,592.99	1,286.36	306.63	116.99	
72810	204			STATE RETIREMEN	1,870.00	1,926.84	1,764.10	162.74	162.47	
72810	206			LIFE INSURANCE	18,000.00	18,000.00	12,577.68	5,422.32	1,397.52	
72810	207			MEDICAL INSURAN	102,761.00	109,961.00	108,882.28	1,078.72	10,877.32	
72810	210			UNEMPLOYMENT CO	21.00	21.00	21.00			
72810	212			EMPLOYER MEDICA	361.00	371.99	300.83	71.16	27.36	
72810	299			OTHER FRINGE BE	68,000.00	55,600.00	47,651.30	7,948.70	5,283.00	
72810	307			COMMUNICATION	13,000.00	13,000.00	655.06	12,344.94		
72810	348			POSTAL CHARGES	10,000.00	10,000.00	5,082.40	4,917.60	3,530.00	
72810	435			OFFICE SUPPLIES	5,000.00	5,000.00	2,825.90	2,174.10	535.05	
72810	599			OTHER CHARGES	7,000.00	17,200.00	15,875.76	1,324.24	1,241.71	
72810	---			CENTRAL AND OTH	252,489.00	258,362.72	220,444.27	37,918.45	25,337.74	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
73100										
	73100 105		SUPERVISOR/DIRE		4,400.00			4,400.00		
	73100 165		CAFETERIA PERSO		9,000.00			9,000.00		
	73100 201		SOCIAL SECURITY		738.00			738.00		
	73100 204		STATE RETIREMEN		862.50	-67.50		930.00		
	73100 210		UNEMPLOYMENT CO		2.00	1.94		0.06		
	73100 212		EMPLOYER MEDICA		172.75			172.75		
	73100 422		FOOD SUPPLIES		9,967.00	482.39		9,484.61		2,500.00
	73100 ---		FOOD SERVICE		25,142.25	416.83		24,725.42		2,500.00

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
73300										
	73300 105		SUPERVISOR/DIRE		74,300.00	64,294.20		10,005.80	6,865.17	
	73300 116		TEACHERS		165,400.00	149,613.00		15,787.00	13,992.50	
	73300 163		EDUCATIONAL ASS		6,100.00	4,890.00		1,210.00	480.00	
	73300 201		SOCIAL SECURITY		13,466.40	12,882.46		583.94	1,255.92	
	73300 204		STATE RETIREMEN		22,371.60	18,332.35		4,039.25	1,788.91	
	73300 210		UNEMPLOYMENT CO		90.00	89.64		0.36		
	73300 212		EMPLOYER MEDICA		3,149.40	3,012.76		136.64	293.70	
	73300 217		RETIREMENT-HYBR		900.00	858.68		41.32	82.20	
	73300 422		FOOD SUPPLIES		240.00	239.37	40.76	-40.13		40.76
	73300 429		INSTRUCTIONAL S		4,785.71	239.98	2,753.95	1,791.78		
	73300 499		OTHER SUPPLIES		1,500.00	397.35	23.50	1,079.15		
	73300 524		STAFF DEVELOPME		15.00	10.44		4.56		
	73300 599		OTHER CHARGES		3,396.61	40.00		3,356.61		
	73300 ---		COMMUNITY SERVI		295,714.72	254,900.23	2,818.21	37,996.28	24,758.40	40.76

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23	2022-23	2022-23	Encumbered	Unencumbered	May 2022-23	2022-23
				Original Budget	Revised Budget	FYTD Activity	Amount	Balance - YTD Act	Monthly Activity	Enc Carry Forward
73400										
			TEACHERS	119,189.00	114,101.00	95,749.31		18,351.69	9,054.14	
			CAREER LADDER P	1,000.00	1,000.00	500.00		500.00		
			EDUCATIONAL ASS	28,600.00	29,473.60	24,011.60		5,462.00	2,463.56	
			LONGEVITY PAY	2,500.00	2,500.00	1,600.00		900.00		
			CERTIFIED SUBST		800.00	262.50		537.50		
			NON-CERTIFIED S	1,500.00	4,100.00	3,340.00		760.00	270.00	
			SOCIAL SECURITY	9,473.00	9,738.70	7,254.46		2,484.24	665.18	
			STATE RETIREMEN	10,876.00	12,338.02	10,304.01		2,034.01	971.57	
			MEDICAL INSURAN	41,448.00	20,088.00	16,223.51		3,864.49	2,143.39	
			DENTAL INSURANC	137.00	272.00	267.66		4.34	13.68	
			UNEMPLOYMENT CO	105.00	130.00	120.74		9.26	8.21	
			EMPLOYER MEDICA	2,215.00	2,277.14	1,708.60		568.54	158.17	
			INSTRUCTIONAL S	2,800.00	10,700.00	76.00		10,624.00		
			STAFF DEVELOPME	1,500.00	1,500.00			1,500.00		
			OTHER CHARGES		200.00	102.00		98.00		
			OTHER EQUIPMENT		500.00	424.30		75.70		
73400	---		EARLY CHILDHOOD	221,343.00	209,718.46	161,944.69		47,773.77	15,747.90	

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
76100										
	76100 799		OTHER CAPITAL O	700,000.00	3,255,000.00	763,575.20	326,723.68	2,164,701.12	792.95	540,336.02
	76100 ---		REGULAR CAPITAL	700,000.00	3,255,000.00	763,575.20	326,723.68	2,164,701.12	792.95	540,336.02

Fnd T Acct	Obj Prj Loc	Prg	Obj	2022-23 Original Budget	2022-23 Revised Budget	2022-23 FYTD Activity	Encumbered Amount	Unencumbered Balance - YTD Act	May 2022-23 Monthly Activity	2022-23 Enc Carry Forward
99100										
99100	590		TRANSFERS TO OT	270,000.00	270,000.00	328,646.49		-58,646.49		
99100	---		TRANSFERS OUT	270,000.00	270,000.00	328,646.49		-58,646.49		

<u>Fnd T Acct</u>	<u>Obj</u>	<u>Prj</u>	<u>Loc</u>	<u>Prg</u>	<u>Obj</u>	<u>2022-23</u> <u>Original Budget</u>	<u>2022-23</u> <u>Revised Budget</u>	<u>2022-23</u> <u>FYTD Activity</u>	<u>Encumbered</u> <u>Amount</u>	<u>Unencumbered</u> <u>Balance - YTD Act</u>	<u>May 2022-23</u> <u>Monthly Activity</u>	<u>2022-23</u> <u>Enc Carry Forward</u>
Grand Expense Totals						46,041,167.00	52,667,380.73	41,888,298.72	1,506,037.22	9,273,044.79	4,573,924.37	875,476.62

Number of Accounts: 719

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

Fnd T Acct Obj Prj Loc Prg	Account Level Description	2022-23	2022-23	2022-23	Unexpended	May 2022-23
		Original Budget	Revised Budget	FYTD Activity	Balance	Monthly Activity
141 R 40110 000 000 00000 000	CURRENT PROPERTY TAX	9,217,710.00	9,217,710.00	9,340,392.73	-122,682.73	56,516.08
141 R 40120 000 000 00000 000	TRUSTEE'S COLLECTIONS	149,934.00	149,934.00	203,467.56	-53,533.56	
141 R 40125 000 000 00000 000	TRUSTEE'S COLLECTIONS	5,000.00	5,000.00	1,697.21	3,302.79	
141 R 40130 000 000 00000 000	CIR CLK/CLK & MASTER	51,676.00	51,676.00	66,237.43	-14,561.43	19,440.76
141 R 40140 000 000 00000 000	INTEREST AND PENALTY	30,513.00	30,513.00	36,920.90	-6,407.90	2,399.87
141 R 40210 000 000 00000 000	LOCAL OPTION SALES TA	2,183,549.00	2,183,549.00	4,065,668.81	-1,882,119.81	-1,111,296.92
141 R 40275 000 000 00000 000	MIXED DRINK TAX	6,000.00	6,000.00	10,610.71	-4,610.71	1,967.09
141 R 40275 000 000 30002 000	MIXED DRINK TAX			9,088.71	-9,088.71	
141 R 41110 000 000 00000 000	MARRIAGE LICENSES	1,867.00	1,867.00	1,900.00	-33.00	228.00
141 R 43517 000 000 00000 000	TUITION-OTHER	33,000.00	33,000.00		33,000.00	
141 R 43517 000 000 02105 000	CVES-TUITION AFTER SCHOOL			115,264.00	-115,264.00	14,455.00
141 R 43570 000 000 00000 000	RECEIPTS FROM INDIVID	50,000.00	50,000.00	19,383.64	30,616.36	1,996.97
141 R 43570 000 000 40200 000				48,968.90	-48,968.90	5,525.52
141 R 43583 000 000 00000 000	TBI CRIMINAL BACKGROU			854.15	-854.15	
141 R 43990 000 000 40100 000	OTHER CHARGES FOR SERVICES	40,000.00	40,000.00	35,889.30	4,110.70	1,335.00
141 R 44130 000 000 00000 000	SALE OF MATERIALS AND	3,000.00	3,000.00	956.00	2,044.00	
141 R 44170 000 000 00000 000	MISCELLANEOUS REFUNDS	65,000.00	65,000.00	120,333.25	-55,333.25	1,820.65
141 R 44170 000 000 00003 000	MISCELLANEOUS REFUNDS			218.09	-218.09	
141 R 44170 000 000 30008 000	MISC REFUNDS-STELLER			19,428.96	-19,428.96	2,179.73
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	284.08	715.92	
141 R 46511 000 000 00000 000	BASIC EDUCATION PROGR 2	30,696,000.00	31,213,000.00	27,921,400.00	3,291,600.00	
141 R 46515 000 000 00000 000	EARLY CHILDHOOD EDUCA	193,519.00	193,519.00	145,703.29	47,815.71	14,315.27
141 R 46550 000 000 00000 000	DRIVER EDUCATION	15,662.00	15,662.00	15,211.99	450.01	15,211.99
141 R 46590 000 000 00000 000	OTHER STATE EDUCATION	90,000.00	1,100,353.29	155,919.06	944,434.23	
141 R 46610 000 000 00000 000	CAREER LADDER PROGRAM	72,050.00	72,050.00	75,662.81	-3,612.81	33,515.19
141 R 46851 000 000 00000 000	STATE REVENUE SHARING	190,000.00	190,000.00	190,000.00		
141 R 47147 000 000 00000 000	SAFE AND DRUG-FREE SC		133,048.96	221,788.11	-88,739.15	30,234.91
141 R 47309 000 000 00000 000	COVID GRANT D			12,000.00	-12,000.00	
141 R 49700 000 000 00000 000	INSURANCE RECOVERY	2,000.00	59,162.63	76,660.83	-17,498.20	17,498.20
141 R -----		43,100,480.00	44,818,044.88	42,911,910.52	1,906,134.36	-892,656.69
141 - -----		43,100,480.00	44,818,044.88	42,911,910.52	1,906,134.36	-892,656.69
Grand Revenue Totals		43,100,480.00	44,818,044.88	42,911,910.52	1,906,134.36	-892,656.69

Number of Accounts: 30

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



REQUEST FOR USE OF Chapel Hill Elementary
(SCHOOL)

Area/Room of the building requested Room 14

Name/Type of event to be held TN Dept of Health Dental Program

Date of the event 6-14-23 - 6-15-23 Time 8:30 - 2:00

Organization/Person requesting use Pam Istey, R.D.A.

Name of insurance company State of TN Amount of coverage \$1,000,000

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

Contact person for organization using building Pam Istey

Address 1216 Trotwood Ave Phone 931-619-4037 Cell 931-619-4037
Columbia, TN 38401

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 Pam Istey, RDA

Signature of principal Dawn Kinley

Signature of Director of Schools for approval Carol Lovell

MARSHALL COUNTY BOARD OF EDUCATION POLICY

When not in use for school purposes, school buildings and grounds or portions thereof may be used for public, governmental, charitable, civic, recreational, cultural, and such other purposes that promote the welfare of the community, as approved by the Director of Schools.

1. Requests for the use of facilities shall be made first at the office of the principal. If approved by the principal, a use of school facility form will be signed by the principal and given to the group requesting use of facilities. The group must secure liability insurance to cover the use of facilities at the minimum of \$1,000,000. Proof of insurance and the use of school facility form must be presented at the central office for final approval by the Director of Schools.
2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
4. Unused facilities may be leased for private day-care centers and kindergartens, which provide educational and child care services to the community.
5. All activities must be under competent adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facility will be responsible for any damage to the building or equipment and payment of supervision and clean up at the rate of time-and-a-half the hourly rate of the personnel used.
6. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified.
7. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
8. The use of alcoholic beverages, drugs, profane language and gambling in any form is not permitted in school buildings. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies.
10. When school kitchens are used, a member of the cafeteria staff must be present to supervise the use of the equipment. Compensation must be paid to cafeteria members at the rate of time-and-a-half of their hourly rate.
11. School facilities may not be used for religious purposes on a permanent basis (over 6 months).



REQUEST FOR USE OF Lewisburg Middle School
(SCHOOL)

Area/Room of the building requested Auditorium
afternoon of 8/18 - morning of 8/19 until 12:00

Name/Type of event to be held DREMC Annual Meeting

Date of the event 8-19-23 Time 7:30-12:00 noon

Organization/Person requesting use Duck River Electric- Troy Crowell or Connie Potts

Name of insurance company Federad Rural Amount of coverage \$2,000,000
*Minimum coverage of \$1,000,000 required

Contact person for organization using building Connie Potts

Address 1411 Madison St Phone (931) 680-5881 Cell (931) 205-1189
Shelbyville TN 37160

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 Connie Potts Date 6-12-23

Signature of principal Charlotte Egan Date 6-14-23

Signature of Director of Schools for approval Gayle Powell Date 6-15-23

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2. Student clubs and activities, parent-teacher associations, and other organizations affiliated with the schools shall be permitted reasonable use of school facilities without charge or insurance coverage.
3. School facilities may not be used for private profit. Any for-profit group who wishes to use school facilities for one-time performances or other programs must have special Board approval. Teachers may use the building for educational purposes.
4. Unused facilities may be leased for private day-care centers and kindergartens, which provide educational and child care services to the community.
5. All activities must be under competent adult supervision and approved by the building principal. In all cases, an assigned school employee will be present. The group using the facility will be responsible for any damage to the building or equipment and payment of supervision and clean up at the rate of time-and-a-half the hourly rate of the personnel used.
6. Groups receiving permission for building use are restricted to the dates and hours approved and to the building area and facilities specified.
7. Groups receiving permission for building use are responsible for the observance of all fire and safety regulations at all times.
8. The use of alcoholic beverages, drugs, profane language and gambling in any form is not permitted in school buildings. Smoking within the building is not permitted.
9. The Board will cooperate with recognized agencies, such as the Red Cross, National Guard and Civil Defense, and will make suitable facilities available without charge during community emergencies.
10. When school kitchens are used, a member of the cafeteria staff must be present to supervise the use of the equipment. Compensation must be paid to cafeteria members at the rate of time-and-a-half of their hourly rate.
11. When a third-party vendor uses a facility and a custodian is used, a fee of \$21 per hour plus the fixed Medicare, Social Security, and retirement rates must be paid to the Central Office.
12. Groups are responsible for servicing an AED, should it be used. The AED is to be used at one's own risk.

Mr. Sorullo is the Marshall County
Board of Education,

Thank you for recognizing
and awarding the Valedictorians
at the school board meeting.

I appreciate the card you gave
me along with the amazon
gift card. I am so proud

to be a Marshall County Tiger and
appreciate your support.

With love, Sydney McAdams



Thank you
