

SCOTT COUNTY SCHOOL BOARD
MINUTES OF REGULAR MEETING, AUGUST 3, 2021

The Scott County School Board met for a regular School Board meeting on Tuesday evening at 6:30 p.m. at the Scott County Career & Technical Center, 387 Broadwater Avenue, Gate City, VA 24251 with the following members present:

David Templeton, Chairman
Linda Gillenwater
Gail McConnell
Robin Hood
William "Bill" Houseright
Lon Stephen "Steve" Sallee, Jr., Vice Chairman

OTHERS PRESENT: John I. Ferguson, Division Superintendent, Jason Smith, Assistant Superintendent, Will Sturgill, School Board Attorney, Angela Johnson, School Nutrition Agent/ Head Start Payroll Clerk/Clerk of the Board, Kim Henderson, Purchasing Specialist, Deputy Clerk of the Board, Amanda Clark, Heritage TV, Morgan Snodgrass, Teacher, Kathy Musick, VPE Representative, Vickie Kitts, VPE Representative and numerous members from the community and surrounding counties were in attendance.

CALL TO ORDER/MOMENT of SILENCE/PLEDGE OF ALLEGIANCE: Chairman Templeton called the meeting to order at 6:34 p.m. and welcomed everyone. He asked everyone present to observe a moment of silence and then Mr. Templeton led in citing the Pledge of Allegiance.

ITEMS TO ADD TO THE AGENDA/APPROVAL OF THE AGENDA: On a motion by Mr. Sallee, seconded by Ms. Gillenwater, all members voting aye, the Board voted to move items F. and G. under the Superintendent's Report to line item number 9. Items by Assistant Superintendent - Jason Smith D. and E.

APPROVAL OF THE JULY 6, 2021 REGULAR MEETING MINUTES: On a motion by Mr. McConnell, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the meeting minutes of the July 6, 2021 regular School Board meeting as presented.

APPROVAL OF THE JULY 15, 2021 SPECIAL CALLED MEETING: On a motion by Mr. Sallee, seconded by Ms. Gillenwater, all member voting aye, the Board voted to approve the meeting minutes of the July 15, 2021 special called Board meeting.

APPROVAL OF CLAIMS: On a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the claims as follows:

School operating fund invoices and payroll in the amount of \$444,864.14, (with voided check 8133478) as shown by warrants #8133558 -8133637- and electronic payroll direct deposit in the amount of \$1,419,515.96 & electronic tax deposits in the amount of \$556,257.76. Cafeteria fund invoices & payroll in the amount of \$118,088.75: and electronic payroll direct deposit for cafeteria in the amount of \$46,528.38. Head Start expenditures totaling \$60,348.28 by warrants #22684-22751.

PUBLIC COMMENTS: We had several members of the community to come forward to speak and urge the Board to consider not passing transgender policy.

SUPERINTENDENT'S REPORT:

APPOINTMENT OF DEPUTY CLERK: With a recommendation by Mr. Ferguson, a motion by Ms. Gillenwater, seconded by Mr. Sallee, Ms. Kim Henderson was appointed Deputy Clerk of the Board. This will begin July 1, 2021-January 2022.

DISCUSSION/APPROVAL CHANGES TO THE 2021-2022 INSTRUCTIONAL PLAN: On a motion by Mr. Templeton, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the changes in the 2021-2022 Instructional Plan as presented.

DISCUSSION/APPROVAL 2021-2022 MEAL PRICES: On a motion by Ms. Gillenwater, seconded by Mr. Sallee, all members voting aye the Board voted to approve the 2021-2022 Meal Prices as presented.

DISCUSSION/APPROVAL PARTICIPATION IN SAMS (SOUTHERN APPALACHIAN MOUNTAINS FOOD BUYING CO-OP) 2021-2022: On a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye, the Board voting to approve the participation in SAMS (Southern Appalachian Mountains Food Buying CO-OP) 2021-2022 as presented.

DISCUSSION/APPROVAL HEAD START PROGRAM FINANCIAL REPORT, JUNE 2021: On a motion by Ms. Gillenwater, seconded by Mr. Sallee, all members voting aye, the Board voting to approve the Head Start Program Financial Report for June 2021 as presented.

DISCUSSION/APPROVAL 2021-2022 SCHOOL RESOURCE OFFICER UPDATED PAY SCALE: On a motion by Mr. Houseright, seconded by Mr. Hood, all Board members voting aye, the Board voted to approve the 2021-2022 School Resource Officer Updated Pay Scale, as presented.

CLOSED MEETING: Mr. Sallee made a motion, seconded by Mr. McConnell, all members voting aye to enter into closed meeting at 7:58 p.m. to discuss Head Start Personnel, Teachers, Teaching Assistants, Coaches, Nurses, Custodians, Bus Drivers, Maintenance Staff, Cafeteria Staff as provided in Section 2.2-3711 of the Code of Virginia, as amended. Also, to consult with

legal counsel pertaining to specific legal matters requiring legal advice as provided by 22-33711A(8) of the CODE OF VIRGINIA as amended.

ROLL CALL VOTE:

AYES: David Templeton, Linda Gillenwater, Gail McConnell, Robin Hood, Bill Houseright, Steve Sallee

Nays: None

Absent: None

ITEMS BY ASSISTANT SUPERINTENDENT-JASON SMITH:

PERSONNEL:

RESIGNATION:

On a motion by Mr. Sallee, seconded by Mr. Hood, all members voting aye, the Board voted to approve the resignation of Tabbitha Bledsoe, effective July 14, 2021.

On a motion by Ms. Gillenwater, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the resignation of Pennie Jarrett, effective July 18, 2021.

On a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the resignation of Ryan Carpenter, effective July 21, 2021.

On a motion by Mr. McConnell, seconded by Ms. Gillenwater, all members voting aye, the Board voted to approve the resignation of Ashley Culbertson, effective July 14, 2021.

On a motion by Mr. Sallee, seconded by Ms. Gillenwater, all members voting aye, the Board voted to approve the resignation of Karen Culbertson, effective July 16, 2021.

On a motion by Mr. Templeton, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the resignation of Jenny Britt, effective August 6, 2021.

On a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the resignation of Aaron Townsend, effective July 28, 2021.

On a motion by Mr. Hood, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the resignation of Elijah Southerland, effective, July 23, 2021.

On a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the resignation of Leslie Crawford effective, July 29, 2021.

On a motion by Mr. Templeton, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the resignation of Silk Carter effective, August 1, 2021.

On a motion by Mr. Sallee, seconded by Ms. Gillenwater, all members voting aye, the Board voted to approve to resignation of Matt Cruby, effective August 1, 2021.

EMPLOYMENT:

On a motion by Mr. Sallee, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the employment of Whitney Worley, nurse, effective, 2021-2022 school year.

On a motion by Mr. McConnell, seconded by Ms. Gillenwater, all members voting aye, the Board voted to approve the employment of Susie Mullins, nurse, effective, 2021-2022 school year.

On a motion by Mr. Templeton, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the employment of Rebecca Bays, band director/teacher, effective 2021-2022 school year.

On a motion by Mr. McConnell, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the employment of Amber Robinette, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Houseright, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the employment of Nakisha Akers, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Templeton, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the employment of Anna Fansler, teacher assistant-Head Start, effective August 1, 2021.

On a motion by Ms. Gillenwater, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the employment of Dawn Lloyd, Early Head Start Teacher, effective August 1, 2021.

On a motion by Mr. McConnell, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the employment of Krislyn Barnhill, teacher, effective 2021-2022 school year.

On a motion by Mr. Sallee, seconded by Mr. Houseright, all members voting aye, the Board voted to approve the employment of Riley Couch, teacher, effective 2021-2022 school year.

On a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the employment of Sarah Helbert, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Houseright, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the employment of Chandler Pendleton, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Sallee, seconded by Ms. Gillenwater, all members voting aye, the Board voted to approve the employment of Jessi Parks, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Houseright, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the employment of Kacee Kindle, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the employment of Sarah Lawson, Paraprofessional, effective 2021-2022 school year.

On a motion by Mr. Templeton, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the employment of Brooke Goldizen, speech therapist, effective 2021-2022 school year.

On a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the employment of Alysia Moore, teacher, effective for the 2021-2022 school year.

On a motion by Mr. Houseright, seconded by Mr. Templeton, all members voting aye, the Board voted to approve the employment of Emilee Phillips, teacher, effective for the 2021-2022 school year.

RETIREMENT:

On a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye the Board voted to approve the retirement of Mr. Paul Boggs; Maintenance, effective, August 1, 2021.

SUBSTITUTE TEACHERS: On a motion by Mr. Templeton, seconded by Mr. McConnell, all members voted aye to approve the following substitute teachers for the 2021-2022 school year: Shayla Castle, Charity Howell, Jennifer Booth, Kaleigh Sloan, Allison Lewis, Jan Meade, Joanna "Jodi" Statzer, and Denise Mosher.

RELIGIOUS EXEMPTION: On a motion by Mr. Templeton, seconded by Mr. McConnell, all member voting aye the Board voted to approve Religious Exemption for Student #071904, as presented to the Board.

REVIEW OF COUNTY SAFETY PLANS: On a motion by Mr. Templeton, seconded by Mr. McConnell, all members voting aye, the Board voted to approve the County Safety Plans as presented.

DISCUSSION/APPROVAL 2021-2022 POLICY MANUAL: On a motion by Mr. Sallee, seconded by Mr. Houseright, all Board members voting aye, Mr. Sallee made a motion that the Board do not

approve the model policy for the transgender students for Virginia Public Schools as presented by Virginia Department of Education.

On a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye, the Board voted to update the Policy Manual that includes protection for all students.

DISCUSSION/APPROVAL 2021-2022 STUDENT/PARENT INFORMATION HANDBOOK AND CODE OF CONDUCT: On a motion by Mr. Templeton, seconded by Mr. Sallee, all members voting aye, the Board voted to approve the 2021-2022 Student/Parent Information Handbook and Code of Conduct as presented.

BOARD MEMBER COMMENTS:

Mr. Houseright: Good to see everyone out tonight. I think it's important we have a lot of public interests in our schools and parents, I think is the up most importance, a lot of the things that you said tonight really hit home. I think you will find the majority of the people feels the way you do. Really good job by the speakers and everyone. Thank you so much, God bless you.

Mr. Hood- Add to coaches' comments, I for one was very strong against this. Jesus is still in control.

Mr. McConnell- Appreciate everyone coming out to support our kids and our schools. We are with you all the way.

Mr. Sallee- Do appreciate everyone for coming out. Great to see so much interest in our schools. I would like to wish all our faculty and staff a great school year.

Ms. Gillenwater- Thank each one of you all for coming out tonight and supporting our children. I can go to bed tonight with a clear conscience because I know who I have to answer to. I wish we could have a great school year. I wish Mr. Boggs a happy retirement.

Mr. Templeton- I feel the same way the rest of the Board members do. The people that have left us to seek better means, I hate to see them go. I am thankful, hopefully we will get enough teachers to operate the school system, we're trying, Mr. Smith is trying real hard. Myself and everyone on this Board do their job well. I want to commend everyone on this Board. That is all.

Mr. Hood- I know we have a good praying bunch out here tonight, so if you would pray for us. We were not able to fund our teachers their raises and we have lost several teachers. You don't understand, that's part of education, we have to keep our teaching staff. We didn't get the raise we wanted for them. If you all would pray for us. We started losing our teachers. It's going to be hard to keep our school system going. Not only teachers but maintenance, custodians, and bus drivers. You just wouldn't believe how big a need we are in right now. So, keep us in your prayers.

ADJOURNMENT: With no further business to discuss, the regular meeting of the Scott County School Board was adjourned at 9:37 p.m. The next regular School Board meeting will be Thursday, September 9, 2021 at 6:30 p.m. at the Scott County Career & Technical Center, 387 Broadwater Avenue, Gate City, VA 24251.

A handwritten signature in cursive script, appearing to read "David Templeton", written over a horizontal line.

David Templeton, Chairman

A handwritten signature in cursive script, appearing to read "Angela M. Johnson", written over a horizontal line.

Angela Johnson, Clerk of the Board

SCHOOL FUND EXPENDITURES
BOARD MEETING INVOICES - AUGUST 3, 2021

AMAZON BUSINESS	OFFICE SUPPLIES	3.44
AMAZON BUSINESS	TECHNOLOGY	42.99
AMAZON BUSINESS	OFFICE SUPPLIES	47.98
AMAZON BUSINESS	TECHNOLOGY	194.88
AMAZON BUSINESS	VI B SUPPLIES	320.74
AMAZON BUSINESS	OFFICE SUPPLIES	793.25
BRADY WORLDWIDE INC.	TECHNOLOGY	994.84
COASTAL SUPPLY CO., INC.	MAINTENANCE	739.29
COASTAL SUPPLY CO., INC.	MAINTENANCE	996.70
COMFORT SYSTEMS USA	MAINTENANCE	9,991.00
DENISE REED	STUDENT TRAVEL SERVICES	30.30
DUFFIELD LUMBER & HARDWARE CO., INC.	MAINTENANCE	991.17
DUFFIELD LUMBER & HARDWARE CO., INC.	MAINTENANCE	998.06
EPLUS TECHNOLOGY, INC.	TECHNOLOGY	328.24
EPLUS TECHNOLOGY, INC.	TECHNOLOGY	8,755.00
EPLUS TECHNOLOGY, INC.	TECHNOLOGY	26,594.22
GATE CITY HIGH SCHOOL	REIMBURSEMENT	250.00
GATE CITY HIGH SCHOOL	REIMBURSEMENT	4,510.90
GATE CITY HIGH SCHOOL	TECH REIMB.	10,574.25
HOLSTON GLASS COMPANY, INC.	MAINTENANCE	18.57
INTRADO INTERACTIVE SERVICES CORPORATION	TECHNOLOGY	15,881.25
LOWE'S	TECHNOLOGY	177.90
MC GEE GROCERY	MAINTENANCE	962.91
MOBILE COMMUNICATIONS AMERICA, INC.	BUS GARAGE	182.10
MOCCASIN GAP AUTO PARTS	BUS GARAGE	10.09
MOCCASIN GAP AUTO PARTS	BUS GARAGE	49.53
MOCCASIN GAP AUTO PARTS	BUS GARAGE	70.99
MOCCASIN GAP AUTO PARTS	BUS GARAGE	96.63
MORRISTOWN ROOFING COMPANY INC.	MAINTENANCE	72,675.00
MORRISTOWN ROOFING COMPANY INC.	MAINTENANCE	134,900.00
NORTHERN SAFETY CO., INC.	MAINTENANCE	819.73
QUILL CORPORATION	OFFICE SUPPLIES	121.75
SCOTT COUNTY SCHOOL BOARD PETTY CASH FUND	REIMBURSEMENT	5.95
SCOTT COUNTY SCHOOL BOARD PETTY CASH FUND	REIMBURSEMENT	10.00
SCOTT COUNTY SCHOOL BOARD PETTY CASH FUND	REIMBURSEMENT	28.11
SCOTT COUNTY SCHOOL BOARD PETTY CASH FUND	REIMBURSEMENT	35.00
SHERWIN-WILLIAMS	MAINTENANCE	69.52
TRI-STATE COMPLETE CHEMICAL & PAPER, INC.	BUS GARAGE	234.61
UNITED ELEVATOR SERVICE	MAINTENANCE	1,770.57
UNITED RENTALS	MAINTENANCE	46.00
UNITED RENTALS	MAINTENANCE	216.00
WILLIAM STURGILL	LEGAL PROFESSIONAL SERVICE	2,000.00
		\$297,539.46

SCHOOL FUND EXPENDITURES
EARLY INVOICES - JULY 29, 2021

APPALACHIAN POWER COMPANY	ELECTRIC SERVICE	6,068.73
BANC OF AMERICA PUBLIC CAPITAL	PC PROJECT INTEREST	19,427.30
BVU	ELECTRIC SERVICE	2,687.14
CARD SERVICES CENTER/PVNB	CURRENT MONTHLY CHARGES/MAINT	26.50
CARD SERVICES CENTER/PVNB	CURRENT MONTHLY CHARGES/SBO	282.72
CIT	COPIER SERVICE	45.33
CIT	MAINTENANCE COPIER	68.52
HMG OCCUPATIONAL MEDICINE	PHYSICAL	54.00
HMG OCCUPATIONAL MEDICINE	PHYSICAL	54.00
HMG OCCUPATIONAL MEDICINE	PHYSICAL	54.00
HMG OCCUPATIONAL MEDICINE	PHYSICAL	54.00
HMG OCCUPATIONAL MEDICINE	PHYSICAL	54.00
HMG OCCUPATIONAL MEDICINE	PHYSICAL	54.00
QUILL CORPORATION	OFFICE SUPPLIES	18.51
QUILL CORPORATION	OFFICE SUPPLIES	248.10
RJ YOUNG	COPIER SERVICE	636.52
SCOTT COUNTY SCHOOL BOARD PETTY CASH FUND	BUS GARAGE	108.95
STEPHEN BEAVERS	JULY 2021 ERIP PAYMENT	1,000.00
TRI-CITY BUSINESS MACHINES COMPANY	COPIER SERVICE	58.75
TRI-CITY BUSINESS MACHINES COMPANY	COPIER SERVICE	68.00
TRI-CITY BUSINESS MACHINES COMPANY	COPIER SERVICE	105.95
TRI-CITY BUSINESS MACHINES COMPANY	COPIER SERVICE	131.25
VDH - WATERWORKS TECHNICAL ASSISTANCE FUND	OPERATION FEE	90.00
		\$31,396.27

SCHOOL FUND EXPENDITURES
EARLY INVOICES - JULY 20,2021

ADDINGTON OIL CORPORATION	BUS GARAGE	18,420.47
APPALACHIAN POWER COMPANY	ELECTRIC SERVICE	3,612.84
APPALACHIAN POWER COMPANY	ELECTRIC SERVICE	16,663.35
BVU	ELECTRIC SERVICE	139.40
CENTRIWORKS	COPIER SERVICE	50.62
CINTAS	BUS GARAGE	22.89
CINTAS	BUS GARAGE	24.63
CINTAS	BUS GARAGE	24.63
CINTAS	BUS GARAGE	24.63
CIT	COPIER SERVICE	62.28
CIT	COPIER SERVICE	95.59
COASTAL SUPPLY CO., INC.	MAINTENANCE	121.48
MADE BY HANDS FLOWER SHOP	MEMORIALS	82.67
MCCOLLUM BOTTLED WATER LLC	PURCHASED SERVICE	43.88
MOCCASIN GAP AUTO PARTS	BUS GARAGE	-18.00
MOCCASIN GAP AUTO PARTS	BUS GARAGE	16.00
MOCCASIN GAP AUTO PARTS	BUS GARAGE	26.96
MOCCASIN GAP AUTO PARTS	BUS GARAGE	28.44
MOCCASIN GAP AUTO PARTS	BUS GARAGE	37.43
MOCCASIN GAP AUTO PARTS	BUS GARAGE	42.78
MOCCASIN GAP AUTO PARTS	BUS GARAGE	44.26
MOCCASIN GAP AUTO PARTS	BUS GARAGE	129.00
PRO-ED, INC.	GIFTED SUPPLIES	398.94
PURCHASE POWER	POSTAGE	460.99
QUILL CORPORATION	CREDIT	-75.00
QUILL CORPORATION	OFFICE SUPPLIES	6.30
QUILL CORPORATION	OFFICE SUPPLIES	11.86
QUILL CORPORATION	OFFICE SUPPLIES	14.94
QUILL CORPORATION	TITLE I SUPPLIES	2,545.99
SHERWIN WILLIAMS	MAINTENANCE	129.63
SIX RIVERS MEDIA LLC	ADVERTISING	180.00
SNIDER FLEET SOLUTIONS	BUS GARAGE	834.00
VERIZON WIRELESS	PHONE SERVICE	609.46
		\$44,813.34

SCHOOL FUND EXPENDITURES
EARLY BILLS - JULY 7, 2021

APPALACHIAN POWER COMPANY	ELECTRIC SERVICE	3,337.88
BVU	ELECTRIC SERVICE	2,843.26
DAWN WILLIAMS	GAS REIMBURSEMENT	41.06
DUNGANNON WATER & SEWER	WATER SERVICE	123.00
GATE CITY WATE DEPARTMENT	WATER SERVICE	1,805.01
HELPING HAND, INC.	SPEECH SERVICES	630.42
MOCCASIN GAP AUTO PARTS	BUS GARAGE	24.97
MOCCASIN GAP AUTO PARTS	BUS GARAGE	673.61
POWELL VALLEY ELECTRIC COOPERATIVE	ELECTRIC SERVICE	2,699.11
SCOTT COUNTY PSA	WATER SERVICE	3,723.28
SCOTT COUNTY SCHOOL BOARD PETTY CASH FUND	REIMBURSEMENT	5.00
SCOTT COUNTY VIRGINIA STAR	ADVERTISING	2,849.10
SONNY MERRYMAN INC.	BUS GARAGE	56.02
VIRGINIA STATE POLICE	JUNE FINGERPRINTS	135.00
		\$18,946.72

Cafeteria Expenditures

School Board Meeting: AUGUST 2021

Bimbo Bakeries	\$41.86
New Dairy	\$998.48
Gate City High School	\$275.30
Reinhart	\$3,780.09
Rye Cove High School	\$78.70
Twin Springs High School	\$85.45

Total: \$5,259.88

07/13/21

Scott County Public School Head Start **Expenditure List As Per Resolution** **As of July 13, 2021**

	Memo	Amount
Amazon Capital Services		
	outdoor blankets for classrooms	212.00
Total Amazon Capital Services		212.00
American Electric Power Company		
	nickelsville	51.18
	dungannon	29.35
Total American Electric Power Company		80.53
Bank of America-Platinum Plus		
	P000120	274.50
	P000134	120.00
Total Bank of America-Platinum Plus		394.50
Dungannon Water & Sewer		
	dungannon	44.00
Total Dungannon Water & Sewer		44.00
Food City Credit Card		
	parent enrichment activity	-4.98
	parent enrichment activity	-13.46
	weber city head start	118.88
	nickelsville	129.49
	duffield 1	72.19
	Shoemaker EHS	60.05
	shoemaker 1	151.56
	parent enrichment event	165.46
	parent enrichment activity	109.13
	parent enrichment activity	13.93
	weber city	159.50
	duffield 1	64.81
	shoemaker EHS	104.41
	nickelsville	82.69
	shoemaker 1	97.79
Total Food City Credit Card		1,311.45
Food City Credit Card 1		
	duffield 1	80.58
	nickelsville	17.16
	shoemaker EHS	70.20
	shoemaker 1	116.70
	duffield 1	12.97
	weber city	69.14
	weber city	3.99
	Shoemaker EHS	77.84
	shoemaker EHS	74.82
Total Food City Credit Card 1		523.40
Gate City Water Department		
	Shoemaker 1,2, Shoemaker EHS	80.41
Total Gate City Water Department		80.41
GreatAmerica Financial Services		
	xerox B8045 copier contract July...	249.90
Total GreatAmerica Financial Services		249.90
Powell Valley Electric Cooperative		
	duffield 1,2	215.86
Total Powell Valley Electric Cooperative		215.86
Scott County Telephone Co-Op.		
	Telephone / internet July 2021	1,049.92

07/13/21

**Scott County Public School Head Start
Expenditure List As Per Resolution
As of July 13, 2021**

	<u>Memo</u>	<u>Amount</u>
Total Scott County Telephone Co-Op.		1,049.92
Verizon Wireless		
	phone bill 5/17-6/16/21	<u>97.95</u>
Total Verizon Wireless		<u>97.95</u>
TOTAL		<u><u>4,259.92</u></u>

07/14/21

Scott County Public School Head Start Expenditure List As Per Resolution As of July 14, 2021

	Memo	Amount
Amazon Capital Services		
	supplies	596.18
	supplies	405.26
	supplies	122.39
	WC EHS 2	57.40
	supplies	758.29
	P000130	18.87
Total Amazon Capital Services		1,958.39
Amazon Capitol Services 1		
	P000128	215.64
	Duff EHS	224.37
	P000138-books for classroom	217.56
	P000137	91.96
Total Amazon Capitol Services 1		749.53
American Electric Power Company		
	Weber City EHS	121.15
Total American Electric Power Company		121.15
Anthony Ratliff		
	mowing services, June 2021	225.00
Total Anthony Ratliff		225.00
Bank of America-Platinum Plus		
	ethics and Early Childhood Educ...	91.50
Total Bank of America-Platinum Plus		91.50
Crystal Springs		
	water cooler rental/refill, June 20...	2.99
Total Crystal Springs		2.99
Dollar General Store		
	P000096	17.50
	Duffield EHS	27.50
	P000116	3.50
Total Dollar General Store		48.50
Dollar General Store #00065		
	Weber City EHS	20.00
Total Dollar General Store #00065		20.00
First Book National Book Bank		
	books for EHS classroom	827.59
Total First Book National Book Bank		827.59
Food City Credit Card		
	Duffield EHS	164.95
	Weber City EHS	142.82
	HS office	31.98
	partent enrichment activity	1.48
	gas for van	38.00
	Duff EHS	150.56
	Weber City EHS	189.93
	Duffield EHS	3.39
Total Food City Credit Card		723.11
Food City Credit Card 1		
	Duffield EHS	106.82
	Weber City EHS	193.36
	Weber City EHS	9.57
	Duff EHS	2.79

07/14/21

Scott County Public School Head Start Expenditure List As Per Resolution As of July 14, 2021

	Memo	Amount
	Duffield EHS	176.05
	Duffield EHS	39.98
	Weber City EHS	2.99
	Weber City EHS	195.64
	gas for van	42.00
	Weber City EHS	60.26
Total Food City Credit Card 1		829.46
Frontier Health, Inc.		
	Mental helath services, May 2021	22.50
Total Frontier Health, Inc.		22.50
GreatAmerica Financial Services		
	xerox 7970, June 2021	61.58
	xerox B8045, July 2021	44.10
Total GreatAmerica Financial Services		105.68
High/Scope Educational Research Fnd		
	P00119-1	2,397.99
Total High/Scope Educational Research Fnd		2,397.99
Hungate Business Services, Inc.		
	xerox 7970, June 2021	140.40
Total Hungate Business Services, Inc.		140.40
Jimmy Rogers Flooring Inc.		
	Weber City EHS	3,730.92
Total Jimmy Rogers Flooring Inc.		3,730.92
Lenora Blankenbecler		
	Parent Enrichment Activity	75.00
Total Lenora Blankenbecler		75.00
Powell Valley National Bank		
	P000132	45.00
	P000122	222.23
	P000112	64.00
	P000114	203.71
	P000123	32.00
Total Powell Valley National Bank		566.94
Quill Corporation		
	P000125	393.88
Total Quill Corporation		393.88
School Health Corporation		
	P000136	387.40
Total School Health Corporation		387.40
Scott County Health Department		
	staff physical/ tb exam	80.53
	Duff EHS	40.00
Total Scott County Health Department		120.53
Scott County Public Service Authority		
	WC EHS	99.99
Total Scott County Public Service Authority		99.99
Scott County Schools - Bus/Field Trips		
	transportation for one child to an...	147.00

07/14/21

**Scott County Public School Head Start
Expenditure List As Per Resolution
As of July 14, 2021**

	<u>Memo</u>	<u>Amount</u>
Total Scott County Schools - Bus/Field Trips		147.00
Scott County Telephone Co-Op.		
	Telephone / internet, July 2021	170.92
Total Scott County Telephone Co-Op.		170.92
Scott County Tobacco Warehouse		
	Rent, August 2021	135.00
Total Scott County Tobacco Warehouse		135.00
Shred-It USA		
	paper shredding services, June ...	95.85
Total Shred-It USA		95.85
Verizon Wireless		
	cell phone service, 5/17-6/15/21	15.95
Total Verizon Wireless		15.95
TOTAL		14,203.17

07/22/21

Scott County Public School Head Start
Expenditure List
 As of July 22, 2021

	Memo	Amount
Amazon Capital Services		
	P000141	148.95
Total Amazon Capital Services		148.95
American Electric Power Company		
	Weber City HS	42.20
	HS office	272.20
	Shoemaker 1,2	97.56
	Shoemaker EHS	66.48
Total American Electric Power Company		478.44
GreatAmerica Financial Services		
	xerox 7970 copier contract, July 2...	378.30
Total GreatAmerica Financial Services		378.30
National Business Furniture, LLC		
	P000149	6,300.36
Total National Business Furniture, LLC		6,300.36
Scott County Head Start Petty Cash		
	DSS central registry search	11.30
Total Scott County Head Start Petty Cash		11.30
Virginia Head Start Association		
	Association Program Membershi...	1,036.00
Total Virginia Head Start Association		1,036.00
TOTAL		8,353.35

Scott County Public Schools

2021-2022

Instructional Learning Plan



Safety, Health, & Instructional Guidance Documents

UPDATED July 29, 2021

SAFETY OF STUDENTS, STAFF, AND VISITORS

SCHOOL SAFETY

- Visitor access to the building will be limited
 - Nonvaccinated visitors are required to wear masks
 - Classroom volunteers will be limited
 - No parent lunch with students
 - No outside food may be delivered on school grounds
- Gatherings following social distancing guidelines.
- Community Use of Facilities Policy KG and Regulation KG-R shall remain in effect to the extent that users of the facility shall continue to adhere to all school board policies and regulations and must comply with social distancing and/or other public health recommendations/mandates. Use of facilities and the ability to abide by such policies and regulations shall be determined by the principal and superintendent, who shall have the discretion to make decisions in the best interests of the school division and community.
- Meetings with parents/guardians will be arranged through the office.
- Floor social distancing decals will be placed in areas that can become congested (nurse's office, main office, etc.).
- Nurse visits:
 - Teachers will assess individual needs before sending students to the nurse's office.
 - Teachers will be provided with bandages and other acceptable items for their classrooms.
 - Teachers will be provided strategies to reduce trips to the nurse's office.
 - Nurses will provide "room service" for medications and chronic illness management.
- Water bottle fillers will be checked, cleaned, and sanitized throughout the school day; fountains will not be available. Water bottles will be encouraged to be brought from home.

DAILY PROCEDURES

- Schools will follow the current face mask mandate. Currently masks are recommended, not required, for all staff and students.
- Classrooms will be laid out to accommodate 3 feet of social distancing, when possible.
- Teachers will remove rugs, beanbags, and other high contact areas from their classrooms.
- Morning arrival:
 - Students will report directly to a designated area
 - Parents will be asked to screen students (temperature and symptoms) before sending them to school.
 - Breakfast will be Grab and Go
 - Each school will create a plan to dismiss students in small groups to report to busses, parent pick-up, or their vehicles.
- Lunch will be eaten in assigned areas.
- Pep rallies must occur outdoors.

STUDENTS AND PARENTS

- Parents may check in and out students in the office.
- Students will not be allowed to ride a bus other than their assigned bus.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. SCPS employees, students, parents, and visitors should practice staying approximately 3 feet away from others and eliminating contact with others.

GUIDANCE IF EXPOSED

- While we all hope to avoid exposure to illness from COVID19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from the CDC. Scott County will follow guidelines provided from the VDH regarding previous infections, antibodies and completed vaccinations, regarding quarantines. All suspected and confirmed Covid 19 cases and exposures will be referred to the local health department for contact tracing and release dates regarding isolations and quarantines.

Please do the following:

1. Quarantine yourself in a specific room away from others in your home
2. Contact the following (in order of priority), let them know you have been exposed to COVID19, then follow their instructions.
 - a. Your healthcare provider
 - b. SCPS HR department
 - c. Your administrator or supervisor

Your administrator &/or supervisor will work with HR to determine appropriate next steps. In case of an emergency, call 911 and let them know you have been exposed to COVID19, then follow their instructions.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. Scott County School Division will follow PPE mandates as the state requires. PPE can include:

- **Masks:** Face masks are an important part of employee and student protection, as well as personal hygiene, social distancing, and frequent cleaning efforts. As of July 29, 2021, masks are recommended, not required, for all staff and students.
- **Gloves:** The uses of gloves may be used in appropriate situations.

Please note that social distancing should still be practiced even with the use of gloves and masks.

In addition to using PPE, please remember to:

Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available

Avoid touching your eyes, nose, and mouth

Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

PERSONAL WORKSPACE/CLASSROOM

Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces. Teachers will clean high contact areas between classes.

SHARED WORKSPACE

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. SCPS has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning sprays and wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The SCPS Custodial Team will clean all workspaces at their designated cleaning time.

SOCIAL-EMOTIONAL WELL-BEING OF TEACHERS AND STAFF

- School counselors will provide all students with social emotional instruction.
- Continued availability of individual mental health counseling will be provided by school counselors as needed. Consultation with school psychologist or school social worker will be as needed. This will apply to students, parents, and faculty of SCPS.
- School Psychologist and School Social Worker will be available for crisis intervention as needed. Outside mental health referrals will be made by the school psychologist or school social worker as appropriate. This will apply to students, parents, and faculty of SCPS.

In the event, SCPS educational environment moves into exclusive online learning the following will be implemented:

- School counselors will add social emotional activities and mental health resources for students and parents virtually and will be placed on each school's website. If a student does not have technology available, then printed activities and resources will be made available to them along with their academic instruction packets.
- School Psychologist and School Social Worker will maintain activities and resources on SCPS website. They will also maintain constant, updated communication with School Counselors.

Resources to support the Emotional and Physical Health of our Teachers and Staff are attached. Some of the contents covered include:

- General Tips
- Coping with Stress
- Support of Loved Ones
- Emotional Awareness
- Relationship Building

SOCIAL EMOTIONAL: WELL-BEING OF FAMILIES AND STUDENTS

Resources to support the emotional and social well-being of our students and their families are attached and include:

- Employee Mental Health Info COVID 19
- Free Online Mental Health First Aid Course
- Helping Children Cope with Change
- Helping Children Cope with Natural Disasters
- Talking to Children about COVID 19
- Tips for Families and Educators
- Understanding Adverse Childhood Experiences
- VDOE Social and Emotional Health Information

TRAININGS

Orientation and training for staff will occur before the first day of student instruction.

COMMUNICATION METHODS

To stay updated on the most up-to-date information:

- Staff, students, and parents need to check their email often.
- Visit our district website
- Follow our social media platforms

DIGITAL SUPPORT: Whether learning takes place primarily in a face-to-face or online environment, expanded digital resources will ensure students have consistent access to high quality learning tools. Staff will continue to receive training and support in applying blended learning strategies, which involve a mix of teacher-directed and self-directed learning. In the event that the schools have to reopen with Distance Learning, the following guidelines will be followed:

- All SCPS students in grades PreK-12 will be issued a 1:1 device to use for distance learning.
- Students with internet access will receive digital lessons and assignments from teachers.
- For families that do not have access to the internet, Scott County Telephone Co-Op has agreed to drop a line into their homes for students to be able to connect to learning, where feasible.
- If students do not have the ability or means to gain daily internet or mobile access to their teacher, SCPS will provide paper packets.

GRADING POLICY: Students will be required to complete assigned work and participate in classroom activities (whether virtual, distance, or in person) to receive credit/grades. When grading new instruction, teachers need to make sure that students have had multiple and differentiated opportunities to develop a grasp of the content.

PARTICIPATION & ATTENDANCE: Participation in school, no matter the mode of instruction, is required. Participation and attendance will be monitored.

ATHLETICS: SCPS will follow VHSL Guidelines for students participating in athletics.

SCOTT COUNTY VIRGINIA SCHOOLS

"Every Child, Every Opportunity"

SCHOOL BOARD MEMBERS

David M. Templeton - Chairman
L. Stephen Sallee, Jr. - Vice-Chairman
Linda D. Gillenwater
Robin Hood
William D. "Bill" Houseright
Gail L. McConnell



DIVISION SUPERINTENDENT

John I. Ferguson
340 East Jackson Street
Gate City, Virginia 24251
Phone: (276) 386-6118
Fax: (276) 386-2684

SCOTT COUNTY SCHOOL NUTRITION

CAFÉ MEAL PRICES: 2021-22

High/Middle School Breakfast	Adult Breakfast	Elementary Breakfast	Elementary Lunch	High/Middle School Lunch	Adult Lunch
No Cost	\$2.30	No Cost	No Cost	No Cost	\$3.85



SOUTHERN APPALACHIAN MOUNTAINS (SAM) FOOD BUYING CO-OPERATIVE

Includes the school districts of: Bland County, Botetourt County, Bristol City, Buchanan County, Dickenson County, Galax City, Giles County, Grayson County, Lee County, Norton City, Pulaski County, Radford City, Russell County, Scott County, Smyth County, Tazewell County, Washington County, Wise County, and Wythe County, the Southwest Virginia Regional Jail System all in Virginia and Elizabethton City and Washington County in TN.

Contract Period: August 1, 2021 - July 31, 2022

TERMS AND CONDITIONS

RECEIPT AND OPENING OF BIDS:

- (a) It is the responsibility of the bidder to assure that his/her bid is delivered to the place designated for receipt of bids and prior to the time set for receipt of bids. Bids received after the time designated for receipt of bids will not be considered.
- (b) Bids will be opened at the time and place stated in the advertisement, and their contents made public for the information of bidders and others interested who may be present either in person or by representative. The officer or agent of the owner, whose duty it is to open them, will decide when the specified time has arrived. No responsibility will be attached to any officer or agent for the premature opening of a bid not properly addressed and identified.
- (c) The provisions of § 2.2-4342 of the Code of Virginia, as amended, shall be applicable to the inspection of bids received.

BID PRICES

Bid shall be in the form of a firm unit price for each item during the contract period with the following provision for escalation yearly if the contract is extended for the additional four years as noted in the Renewal of Contract Section of this document.

UNIT PRICES

Unit prices shall be entered for all items listed on the product bid sheet, unless there is a "0" for estimated quantity. The unit price entered may contain four points (.0000) beyond the decimal. **These prices shall remain constant for a one-year period. Adjustments to the unit prices shall be made on August 1 (if contract is renewed). The new prices shall remain constant for a one-year period.** The successful bidder shall use the Producer Price Index for All Finished Consumer Foods to determine adjustments to unit prices. The adjustments will be evaluated against the percentage change of the Producer Price Index of All Finished Consumer Foods. The percentage change of the sum of extended

refusal to participate in a religious practice, or on the basis of race, age, color, gender sexual orientation, gender identity, or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (Code of Virginia, § 2.2-4343.1E).

In every contract over \$10,000 the provisions in 1. and 2. below apply:

1. During the performance of this contract, the contractor agrees as follows:

- (a) The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, gender identity, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- (b) The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
- (c) Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
- (d) If the contractor employs more than five employees, the contractor shall (i) provide annual training on the contractor's sexual harassment policy to all supervisors and employees providing services in the Commonwealth, except such supervisors or employees that are required to complete sexual harassment training provided by the Department of Human Resource Management, and (ii) post the contractor's sexual harassment policy in (a) a conspicuous public place in each building located in the Commonwealth that the contractor owns or leases for business purposes and (b) the contractor's employee handbook.
- (e) The requirements of these provisions 1. and 2. are a material part of the contract. If the Contractor violates one of these provisions, the Commonwealth may terminate the affected part of this contract for breach, or at its option, the whole contract. Violation of one of these provisions may also result in debarment from State contracting regardless of whether the specific contract is terminated.
- (f) In accordance with Executive Order 61 (2017), a prohibition on discrimination by the contractor, in its employment practices, subcontracting practices, and delivery of goods or services, on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, political affiliation, disability, or veteran status, is hereby incorporated in this contract.

ETHICS IN PUBLIC CONTRACTING

By submitting a bid, the bidder certifies that their bid is made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or subcontractor in connection with their bid, and that they have not conferred on any

- (a) Invoices for items ordered, delivered and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships and corporations).
- (b) Any payment terms requiring payment in less than 45 days will be regarded as requiring payment 45 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 45 days, however.
- (c) All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
- (d) The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
- (e) Unreasonable Charges. Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the SAM CO-OP shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within forty-five (45) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute.

2. To Subcontractors:

- A. A contractor awarded a contract under this solicitation is hereby obligated:
 - 1) To pay the subcontractor(s) within seven (7) days of the contractor's receipt of payment from the SAM CO-OP for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract; or
 - 2) To notify the agency and the subcontractor(s), in writing, of the contractor's intention to withhold payment and the reason.
- B. The contractor is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the contractor that remain unpaid seven (7) days following receipt of payment from the SAM CO-OP, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U.S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A contractor's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the SAM CO-OP.

- Failing to send required Nutrition Facts label, CN label or Product Formulation Statement, and ingredient statement for all items bid

TESTING AND INSPECTIONS

The SAM CO-OP reserves the right to conduct any test/inspection it may deem advisable to assure goods and services conform to the specifications.

ASSIGNMENT OF CONTRACT

A contract shall not be assignable by the contractor in whole or in part without the written consent of the SAM CO-OP.

CHANGES TO THE CONTRACT

1. The parties may agree in writing to modify the terms, conditions, or scope of the contract. Any additional goods or services to be provided shall be of a sort that is ancillary to the contract goods or services, or within the same broad product or service categories as were included in the contract award. Any increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.

2. The Purchasing Agency may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt, unless the contractor intends to claim an adjustment to compensation, schedule, or other contractual impact that would be caused by complying with such notice, in which case the contractor shall, in writing, promptly notify the Purchasing Agency of the adjustment to be sought, and before proceeding to comply with the notice, shall await the Purchasing Agency's written decision affirming, modifying, or revoking the prior written notice. If the Purchasing Agency decides to issue a notice that requires an adjustment to compensation, the contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Purchasing Agency a credit for any savings. Said compensation shall be determined by one of the following methods:

- (a) By mutual agreement between the parties in writing; or
- (b) By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the Purchasing Agency's right to audit the contractor's records and/or to determine the correct number of units independently; or
- (c) By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Purchasing Agency with all vouchers and records of expenses incurred and savings realized. The Purchasing Agency shall have the right

If sales or deliveries against the contract are not exempt, the contractor shall be responsible for the payment of such taxes unless the tax law specifically imposes the tax upon the buying entity and prohibits the contractor from offering a tax-included price.

USE OF BRAND NAMES

Unless otherwise provided in this solicitation, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer named, but conveys the general style, type, character, and quality of the article desired. Any article which the Board, in its sole discretion, determines to be the equivalent of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The bidder is responsible to clearly and specifically identify the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the Board to determine if the product offered meets the requirements of the solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding only the information furnished with the bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid nonresponsive. Unless the bidder clearly indicates in its bid that the product offered is an equivalent product, such bid will be considered to offer the brand name product referenced in the solicitation.

TRANSPORTATION AND PACKAGING

By submitting their bids, all bidders certify and warrant that the price offered for FOB destination includes only the actual freight rate costs at the lowest and best rate and is based upon the actual weight of the goods to be shipped. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order number, commodity description, and quantity.

INSURANCE

The SAM CO-OP must be listed as a Certificate Holder when contracted work might result in injury or property damage. By signing and submitting a bid under this solicitation, the bidder certifies that if awarded the contract, it will have the following insurance coverages at the time the contract is awarded and certifies it will immediately add the SAM CO-OP as a Certificate Holder as listed. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The bidder further certifies that the contractor and any subcontractors will maintain these insurance coverages during the entire term of the contract and that all insurance coverages will be provided by insurance companies authorized to sell insurance in Virginia and by the Virginia State Corporation Commission.

MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:

- (a) **Workers Compensation** – Statutory requirements and benefits; must provide a Certificate of Insurance showing proof of coverage. Coverage is compulsory for employees of three or more employees, to include the employer. Contractors who fail to notify the SAM CO-OP of

award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the SAM CO-OP shall offer the individual, within a reasonable period of time after the date of this objection, access to equivalent goods, services, or disbursements from an alternative provider. It is the policy of the SAM CO-OP to contribute to the establishment, preservation, and strengthening of small businesses owned by women and minorities and to encourage their participation in State procurement activities. The SAM CO-OP encourages contractors to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontractors, or other contractual opportunities.

CONTRACTOR'S EMPLOYEES

The contractor certifies that neither he nor his employees, having direct contact with students, has ever been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child and that neither has been convicted of a crime of moral turpitude. Upon submitting a bid, the contractor must provide certification of this statement. The contractor shall not send any employee or agent who is a registered sex offender to any school building or school property. Monthly, the contractor shall check the registry to determine if the employee is registered. (APPENDIX F)

AVAILABILITY OF FUNDS

It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.

BID PRICE CURRENCY

Unless stated otherwise in the solicitation, bidders shall state offer prices in US dollars.

AUTHORIZATION TO CONDUCT BUSINESS IN THE COMMONWEALTH

A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the *Code of Virginia* or as otherwise required by law. Any business entity described above that enters into a contract with a public body pursuant to the *Virginia Public Procurement Act* shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the contract. A public body may void any contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.

STATE CORPORATION COMMISSION IDENTIFICATION NUMBER

Pursuant to Code of Virginia, §2.2-4311.2 subsection B, a bidder organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is required to include in its bid the

parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

The officers, employees, and agents of the non-Federal entity may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, non-Federal entities may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value.

The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of the non-Federal entity. The procedures seek to avoid acquisition of unnecessary or duplicative items. Consideration is given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made to determine the most economical approach.

For questions and concerns regarding procurement solicitations, contract evaluations, and award, contact:

Purchasing Contacts: Tammy Jones, Director of Finance 276-821-5600 or Kathy Hicks, Director of School Nutrition 276-821-5643.

AUDIT

The contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited, whichever is sooner. The SAM CO-OP, its authorized agents, and/or state auditors shall have full access to and the right to examine any of said materials during said period.

AWARD OF CONTRACT

An award will be made to the lowest responsive and responsible bidder, however; the award may be made to a reasonably priced DMBE-certified small business bidder(s) that is other than the lowest priced bidder(s). Unit prices, extensions and grand total must be shown. In case of arithmetic errors, the **CORRECTED** grand total price will govern. If cash discount for prompt payment is offered, it must be clearly shown in the space provided. Discounts for prompt payment will not be considered in making awards. The total contract will be awarded to one supplier. **A price must be given for each item unless there is a "0" for estimated quantities. Omission of an item(s) will result in the bid being declared non-responsive.** The SAM CO-OP reserves the right to reject any and all bids in whole or in part, to waive any informality, and to delete items prior to making an award.

CORRECTION OF NON-JUDGMENTAL MISTAKES

The SAM CO-OP reserves the right to make corrections to non-judgmental mistakes, where the intended correct bid is evident and the unit price is unaffected. Examples include typographical errors, errors in extension, math errors (Guidelines provided by the Commonwealth of Virginia Vendor's Manual).

CANCELLATION OF CONTRACT

The SAM CO-OP reserves the right to cancel the contract without penalty when it is determined to be in the best interest of the school system (termination for the convenience of the SAM CO-OP). Any

2:00 p.m. On site Managers will not be expected to extend working hours to receive late deliveries!

- (b) A minimum of one (1) delivery per week will be made unless prior approval is received from the School Nutrition Director/Supervisor of the district for less than one delivery a week with the exception of the Bristol VA City Schools and the Regional Jails who shall receive two (2) deliveries per week during operation.
- (c) Products must be delivered inside the cafeteria/food preparation area. The manager or designee will check the items delivered against the requisition/purchase order and invoice at the time of delivery with both the manager or designee and the driver signing the appropriate forms for shortages and errors, and/or obviously damaged goods.
- (d) All foods are to be delivered with no evidence of damage. The successful bidder agrees to be responsible for damaged packaging and to pick up and replace any products that are damaged, stale, or out of date, at no charge.
- (e) If foreign objects are found in foods purchased from vendor and such objects result in injury or sickness to customers, vendor will be responsible for all claims resulting from this injury or sickness and the Board of Education and their employees will not be held responsible.
- (f) If products that have a Nutritional Facts label, CN label or Product Formulation statement, or ingredient statement that does not meet USDA meal requirements, the vendor will be responsible for any and all USDA imposed claims.
- (g) Each SAM CO-OP member shall retain the right to reject any or all of a delivery that does not meet product specifications. Rejected items are to be picked up at the supplier's expense and a credit memo issued.
- (h) Delivery schedules will be altered to meet holiday and inclement weather schedules. A holiday week shall be defined as any week that has less than five (5) school days. If the holiday falls on a scheduled delivery day, the delivery shall be made on a day to be mutually agreed upon by the school district and the successful contractor. School year calendars for all systems participating in this bid will be provided once bid is awarded. Adjustments for inclement weather, national or local emergencies will include each school utilizing any product delivered prior to the school closing. The system will notify the vendor as soon as possible about necessary delivery delays.
- (i) If a bidder is temporarily out of stock of a particular item, an equal or superior product at an equal or lower price must be delivered. **If the item is discontinued either by the vendor or manufacturer, then an equal or superior product at an equal or lower price must be made available to the SAM CO-OP.** The actual item code of the substituted product must be noted on the invoice. Any items delivered that were not authorized by the School Nutrition Supervisor or cafeteria manager will have to be picked up at the vendor's expense and proper credit issued to the school or schools where deliveries were made. Failure to make replacements of either an item rejected or not delivered will constitute authority to purchase on the open market so as to replace the item(s) rejected and/or not received. On all such purchases, the vendor agrees to promptly reimburse schools for excess costs caused by such a purchase.
- (j) Each SAM CO-OP member reserves the right to reject the use of any equipment by a carrier if it is not in a clean, sanitary condition, and suitable for hauling of all items.
- (k) The successful bidder shall provide the name and telephone contact number of a company contact person, along with a delivery schedule that includes the delivery person's name and contact number.

PRODUCT BID SHEET INSTRUCTIONS

SWAM (SMALL, WOMEN AND MINORITY) VENDORS

It is the policy of the SAM CO-OP to contribute to the establishment, preservation, and strengthening of small businesses owned by women and minorities and to encourage their participation in state procurement activities. The SAM CO-OP encourages contractors to provide for the participation of small businesses and businesses owned by women and minorities through partnerships, joint ventures, subcontractors, or other contractual opportunities.

CIVIL RIGHTS STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA. Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, S.W.
- (2) Washington, D.C. 20250-9410 or Fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.
- (4) This institution is an equal opportunity provider.

CERTIFICATE FOR INDEPENDENT PRICE DETERMINATION/NON COLLUSION

All interested vendors shall complete and sign the enclosed certification **Appendix A**. Both the SAM CO-OP and Vendor shall execute this Certificate of Independent Price Determination. **Any bid that does not include the certification will not be considered.**

CERTIFICATE REGARDING DEBARMENT, SUSPENSION, LIABILITY AND VOLUNTARY EXCLUSION

APPENDIX A

INDEPENDENT PRICE DETERMINATION CERTIFICATE/NON-COLLUSION

Both the school food authority (SFA) and Vendor shall execute this Certificate of Independent Price Determination.

Name of Vendor: **Click to enter name of Vendor**

Name of SFA: Southern Appalachian Mountain (SAM) Food Buying Co-Op

- A. By submission of this offer, the respondent certifies, and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:
1. The prices in this offer have been arrived at independently, without consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other offer or with any competitor;
 2. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the respondent and will not knowingly be disclosed by the respondent prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other offer or to any competitor; and
 3. No attempt has been made or will be made by the offer to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.
- B. Each person signing this offer on behalf of the VENDOR certifies that:
1. He or she is the person in the respondent organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above; or
 2. He or she is not the person in other offer organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (A)(1) through (A)(3) above, and as their agent does hereby so certify; and he or she has not participated, and will not participate, in any action contrary to (A)(1) through (A)(3) above.

To the best of my knowledge, this VENDOR, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to proposals on any public contract, except as follows: **Click to enter content.**

Signature of VENDOR's Authorized Representative

Title: **Click to enter VENDOR Authorized Representative's title**

Date: **Click to enter date**

Vendor Name

Non-federal entities are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. These regulations restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)

- 1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
 - a. Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
 - d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.
- 2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name: Click to enter business name

Date: Click to enter date BY: Click to enter name and title of Authorized Representative

Signature of Authorized Representative

Instructions for Certification of Debarment and Suspension Form

APPENDIX C

CERTIFICATION REGARDING LOBBYING

Applicable to Grants, Sub grants, Cooperative Agreements, and Contracts Exceeding \$100,000 in Federal Funds.

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Name of Company

Address

City, State, Zip Code

Signature of Company Representative

Date

Buy American Certification

We require that suppliers comply with the Buy American provision in all program meals and:

- 1) certify that the products they are offering are domestic; **or**
- 2) request permission to provide an alternative item when domestic is not available or is priced substantially higher than the non-domestic item.

Requests for alternatives or exceptions should be made as a last resort. However, if you do not have a domestic item to provide for any line item specification on this proposal, we will entertain a request for exception at the time of proposal. Requests for exceptions during the proposal period must be made in writing using this same form. All requests must be submitted at least **(7)** days prior to the scheduled delivery date.

Item as specified (include vendor number)	Reason for exception (check one: "Limited or lack of availability" or "Price")		Alternative substitute item (include vendor number)	Price of specified item	Price of alternative item
	Limited or lack of availability	Price			

In all cases, the school food authority is the determining official that makes the decision to accept non-domestic items. Unless a specific exception has been granted, non-domestic items may not be shipped. I/We certify that all food items on this proposal have at least 100 percent U.S. content and were processed in the U.S., except for those listed above.

Vendor Certification

Authorized signature

Date

APPENDIX E

CERTIFICATION OF CONTRACTOR

Full Name of Contractor: _____
Insert name of company or individual contractor

Description of Contract: _____

Contract # (if applicable): _____

As required by Section 22.1-296.1 of the Code of Virginia, the undersigned hereby certifies that none of the persons who will provide services requiring direct contact with students on school property during school hours or during school-sponsored activities has been (i) convicted of a felony or any offense involving the sexual molestation, physical or sexual abuse or rape of a child and (ii) convicted of a crime of moral turpitude.

I further understand and acknowledge (1) that if I make a materially false statement regarding any of the above offenses, I will be guilty of a Class 1 misdemeanor and (2) that before any person is permitted to provide such services subsequent to this certification, I must complete a new certification regarding such person.

Signature: _____ **Date:** _____

Printed Name and Title of Person Making Certification

Address: _____

Phone: _____ **Fax:** _____

Email: _____

MEMBER LISTS

BLAND COUNTY VA PUBLIC SCHOOLS SCHOOL NUTRITION DEPARTMENT

BLAND COUNTY ELEMENTARY

31 ROCKET DRIVE
BLAND VA 24315
276-688-3621(main)
NANCY BROWN, CAFETERIA MANAGER
nbrown@bland.k12.va.us

BLAND COUNTY HIGH SCHOOL

176 EAGLES ROAD
ROCKY GAP VA 24366
276-928-0226 (CAFETERIA)
TAMMY GIBSON, CAFETERIA MANAGER
tgibson@bland.k12.va.us

BLAND COUNTY CENTRAL OFFICE

361 BEARS TRAIL
BASTIAN VA 24314
276-688-3361 EXT 36
KELLI SARVER, COORDINATOR
ksarver@bland.k12.va.us

BRISTOL VIRGINIA PUBLIC SCHOOLS SCHOOL NUTRITION DEPARTMENT

HIGHLAND VIEW ELEMENTARY

1425 EADS AVENUE
BRISTOL VA 24201
276-8251-5752 (Cafeteria)
ELLEN FLEMING, MANAGER
efleming@bvps.org

JOSEPH VAN PELT ELEMENTARY

350 SPRING HILL TERRACE
BRISTOL VA 24201
276-821-5782 (Cafeteria)
VICKIE CHAFIN, MANAGER
vchafin@bvps.org

VIRGINIA MIDDLE SCHOOL

855 PIEDMONT AVENUE
BRISTOL VA 24201
276-821-5672 (Cafeteria)
RENA McCLELLAN, MANAGER

STONEWALL JACKSON ELEMENTARY

2045 W. EUCLID AVENUE
BRISTOL VA 24201
276-821-5752 (Cafeteria)
AMANDA HARPER, MANAGER
aharper@bvps.org

WASHINGTON LEE ELEMENTARY

185 WASHINGTON LEE DRIVE
BRISTOL VA 24201
276-821-5812 (Cafeteria)
AMBER GONZALEZ, MGR
agonzalez@bvps.org

VIRGINIA HIGH SCHOOL

650 LONG CRESCENT DRIVE
BRISTOL VA 24201
276-821-5903 (Cafeteria)
ANGIE DOSS, MANAGER

ckelley@bcps.k12.va.us

READ MOUNTAIN MIDDLE

182 ORCHARD HILL DRIVE
CLOVERDALE, VA 24077
540-966-8655
KEVIN CHANEY, MANAGER
kchaney@bcps.k12.va.us

lgarrison@bcps.k12.va.us

JAMES RIVER HIGH

9906 SPRINGWOOD ROAD
BUCHANAN, VA 24066
540-254-1121 / 540-992-3610
CAROL CLARK, MANAGER
cjclark@bcps.k12.va.us

ALL BILLING AND REMITTANCE:

BCPS CENTRAL OFFICE

105 POOR FARM ROAD
FINCASTLE, VA 24090
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KRISTOEFER CLEGG, OPERATIONS MGR
kclegg@bcps.k12.va.us
DEBRA MAYO, ASSISTANT/BOOKKEEPER
dmayo@bcps.k12.va.us
LYNNE LATINO, FIELD MGR
llatino@bcps.k12.va.us

LORD BOTETOURT HIGH

1435 ROANOKE ROAD
DALEVILLE, VA 24083
540-992-1261
LORA BECKNER, MANAGER
lbeckner@bcps.k12.va.us

**BUCHANAN CO. VA PUBLIC SCHOOLS
SCHOOL NUTRITION DEPARTMENT**

COUNCIL ELEMENTARY

7608 HELEN HENDERSON HWY
HONAKER VA 24260
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AUDREY RASNAKE, MANAGER
audrey.rasnake@bcpsk12.com

COUNCIL HIGH SCHOOL

7802 HELEN HENDERSON HWY
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276-873-1706 (CELL)
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pam.johnson@bcpsk12.com

GRUNDY SENIOR HIGH SCHOOL

1300 GOLDEN WAVE DRIVE
GRUNDY VA 26414
276-312-0745 (CELL)
DEBBIE BAILEY, MANAGER
debbie.bailey@bcpsk12.com

HURLEY ELEM/MIDDLE SCHOOL

6911 HURLEY ROAD
HURLEY VA 24620
276-566-8531 (CAFETERIA)
SNODA COMPTON, MANAGER
snoda.compton@bcpsk12.com

HURLEY HIGH SCHOOL

6339 HURLEY ROAD
HURLEY VA 24620
276-566-4415 (CAFETERIA)
PHYLLIS BLANKENSHIP, MANAGER
phyllis.blankenship@bcpsk12.com

RIVERVIEW ELEM/MIDDLE SCHOOL

27382 RIVERSIDE DRIVE
GRUNDY VA 24614
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SANDY DOTSON, MANAGER
sandy.dotson@bcpsk12.com

mfields@dcps.k12.va.us

ALL BILLING & REMITTANCE:

DICKENSON COUNTY SCHOOL BOARD OFFICE

309 VOLUNTEER AVENUE

CLINTWOOD, VA 24228

276-926-6297 (Direct)

DEBORAH COMPTON, FOODSERVICE COORDINATOR

dcompton@dcps.k12.va.us

**ELIZABETHTON CITY TN PUBLIC SCHOOLS
SCHOOL NUTRITION DEPARTMENT**

EAST SIDE ELEMENTARY

800 SIAM ROAD

ELIZABETHTON TN 37643

423-547-8000 EXT 1008 (Cafeteria)

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glinia.greasey@ecschoools.net

HAROLD McCORMICK ELEMENTARY

226 CEDAR AVENUE

ELIZABETHTON TN 37643

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ALL BILLING & REMITTANCE:

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804 SOUTH WATAUGA AVENUE

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ANGELA SHINGLETON, SECRETARY

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T.A.DUGGER JUNIOR HIGH

305 WEST E STREET

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MICHELLE JOHNSON MANAGER

MICHELLE.JOHNSON@ECSCHOOLS.NET

ELIZABETHTON HIGH SCHOOL

907 JASON WITTEN WAY

ELIZABETHTON TN 37643

423-547-8000 EXT 1508 (Cafeteria)

TONIE WILLIAMS, MANAGER

TONIE.WILLIAMS@ECSCHOOLS.NET

ALL BILLING & REMITTANCE:

GCPS Food Service

P.O. Box 888
Independence VA 24348
276.296.7027
Stephanie Munsey, Coordinator
stephanie.munsey@gcpsva.org

**LEE COUNTY VA PUBLIC SCHOOLS
SCHOOL NUTRITION DEPARTMENT**

Dryden Primary

Amanda Scott, Manager
176 School Houses Ridge Road
Dryden, VA 24263
Phone: 276-546-4443
Fax: 276-546-5185
amanda.scott@lee.k12.va.us

Elk Knob Elementary

Gloria Gardner, Manager
148 Hornet Loop
Pennington Gap, VA 24277
Phone: 276-546-1837
Fax: 276-546-4161
gloria.gardner@lee.k12.va.us

Elydale Elementary

Brenda Clonce, Manager
128 Elydale Road
Ewing, VA 24248
Phone: 276-445-4439
Fax: 276-445-5267
brenda.clonce@lee.k12.va.us

Flatwoods Primary

Denise Jerrell, Manager

Lee High

Betty Williams, Manager
200 Generals Lane
Jonesville, VA 24263
Phone: 276-346-0173
Fax: 276-346-4032
betty.williams@lee.k12.va.us

Pennington Middle

Melissa Parsons, Manager
121 Bobcat Circle
Pennington Gap, VA 24277
Phone: 276-546-1453
Fax: 276-546-3515
missy.parsons@lee.k12.va.us

Rose Hill Elementary

Kathy Vass, Manager
150 Rose Hill Drive
Rose Hill, VA 24281
Phone: 276-445-4094
Fax: 276-445-5315
kathy.vass@lee.k12.va.us

St. Charles Elementary

Gloria Longworth, Manager

SCHOOL NUTRITION DEPARTMENT

Pulaski County High School

5414 Cougar Trail Road
Dublin, VA 24084
540 643 0377 (Cafeteria)
Sheila Stodder, MANAGER
sstodder@pcva.us

Pulaski County Middle School

4396 Lee Highway
Pulaski, VA 24301
540 643 0836 (Cafeteria)
C. Elaine East - Manager
eeast@pcva.us

Critzer Elementary School

100 Critzer Drive
Pulaski, VA 24301
540 643 0515 (Cafeteria)
Lorana Jones, MANAGER
ljones@pcva.us

ALL BILLING & REMITTANCE:

Pulaski County School Board Office

202 N. Washington Avenue
Pulaski, VA 24301
540 994 2523
Ethelene W. Sadler, DIRECTOR
esadler@pcva.us
Constance D. Paul
Accounting Office Assistant
540 994 2529 cpaul@pcva.us

Pulaski Elementary School

2004 Morehead Lane
Pulaski, Va 24301
540 643 0954 (Cafeteria)
Kimberly Secrist, MANAGER
ksecrist@pcva.us

Dublin Elementary School

600 Dunlap Road
Dublin, VA 24084
540 643 0760 (Cafeteria)
April Goble, MANAGER
agoble@pcva.us

Riverlawn Elementary School

8100 Beth Nelson Drive
Fairlawn, VA 24141
540 643 0906 (Cafeteria)
Connie Owens, MANAGER
cjowens@pcva.us

Snowville Elementary School

4858 Lead Mine Road
Hiwasse, VA 24347
540 643 0457
Olivia Fizer, Manager
ofizer@pcva.us

Fax: (276)880-1330
Cafeteria Manager: Merle Plaster
mplaster@russell.k12.va.us

Castlewood Elementary/Castlewood High School

304 Blue Devil Circle
Castlewood, VA 24224
Phone: (276) 762-9449 or (276)762-2315
Fax: (276) 762-9418 or (276) 762-9261
Cafeteria Manager: Pam Fleming
pfields@russell.k12.va.us

Copper Creek Elementary School

23894 US Hwy. 58
Castlewood, VA 24224
Phone: (276) 794-9306
Fax: (276) 794-7934
Cafeteria Manager: Sherry Austin
saustin@russell.k12.va.us

Honaker Elementary School

50 Honaker Elementary
Honaker, VA 24260
Phone: (276) 873-6301
Fax: (276) 873-7263
Cafeteria Manager: Robin Bostic
rbostic@russell.k12.va.us

Honaker High School

1795 Thompson Creek Road
Honaker, VA 24260
Phone: (276) 873-6363
Fax: (276) 873-7252
Cafeteria Manager: Shelby Reynolds
sreynolds@russell.k12.va.us

Lebanon Elementary School

56 George Ben Whited Drive
Lebanon, VA 24266
Phone: (276) 889-6531
Fax: (276) 889-2008
Cafeteria Manager: Jennifer Gauldin
jgauldin@russell.k12.va.us

Fax: (276) 889-0622
Cafeteria Manager: Patricia Robinson

probinson@russell.k12.va.us

Lebanon Middle School

53 George Ben Whited Drive
Lebanon, VA 24266
Phone: (276) 889-6548
Fax: (276) 889-4262
Cafeteria Manager: Pat Dickenson
pdickenson@russell.k12.va.us

Lebanon Primary School

919 East Main Street
Lebanon, VA 24266
Phone: (276) 889-4507
Fax: (276) 889-4509
Cafeteria Manager: Deidre Wilson
dwilson@russell.k12.va.us

Swords Creek Elementary School

3867 Swords Creek Road
Swords Creek, VA 24649
Phone: (276) 991-0016
Fax: (276) 991-0102
Cafeteria Manager: Debbie Perkins
dperkins@russell.k12.va.us

All Billing and Remittance:

Russell County Public Schools
PO Box 8
Lebanon, VA 24266
Phone: (276) 889-6500
Fax: (276) 889-6508
Georgia McCoy, Director
[gmccoy@russell.k12.va.us](mailto:gmc coy@russell.k12.va.us)
Kim Statzer, Administrative Assistant
kstatzer@russell.k12.va.us

SMYTH COUNTY VA PUBLIC SCHOOLS SCHOOL NUTRITION DEPARTMENT

Atkins Elementary School

5903 Lee Highway
Atkins, VA 24311
276-783-3366
Rebecca Peake, Manager
rebeccapeake@scsb.org

Chilhowie Elementary School

130 Lee Highway
PO Box 348
Chilhowie, VA 24319
(276) 646-8220
Donna Carrico, Manager
donnacarrico@scsb.org

Chilhowie High & Middle School

1160 E Lee Hwy
Chilhowie, VA 24319
(276) 646-8966
Alicia Doane, Manager
aliciadoane@scsb.org

Marion Elementary School

188 Star Mountain Drive
Marion, VA 24354
(276) 783-3021
Delina Billings, Manager
delinabillings@scsb.org

Marion Middle School

134 Wilden St
Marion, VA 24354
(276) 783-4466
Leah Blevins, Manager
leeahblevins@scsb.org

Marion Senior High School

848 Stage St
Marion, VA 24354
(276) 783-4731

Northwood High School

305 Panther Ln
Saltville, VA 24370
(276) 496-7751
Robin Watson, Manager
robinwatson@scsb.org

Northwood Middle School

156 Long Hollow Rd
Saltville, VA 24370
(276) 624-3341
Julie Stiltner, Manager
juliestiltner@scsb.org

Oak Point Elementary School

138 Oak Point Dr
Marion, VA 24354
(276) 783-2609
Christina Cruey, Manager
christinacruey@scsb.org

Rich Valley Elementary School

196 Long Hollow Rd
Saltville, VA 24370
(276) 624-3314
Christina Roop, Manager
christinaroop@scsb.org

Saltville Elementary School

1013 E Main St
Saltville, VA 24370
(276) 496-4751
Traci Terry, Manager
traciterry@scsb.org

Sugar Grove Elementary School

242 Teas Rd
Sugar Grove, VA 24375
(276) 677-3311

Richlands, VA 24641
276-963-5370 Ext 3210
Shelby VanDyke, Mgr
Svandyke@tcpsva.org

Tazewell Middle School

367 Hope Street
Tazewell, VA 24651
276-988-6513 Ext 4209
Susan Epperson, Mgr
Sepperson@tcpsva.org

SNP Central Office

328 Advantage Drive
Tazewell, VA 24651
276-988-5511 Ext 1502
Suzanne Barton, Bookkeeper
sbarton@tcpsva.org

SNP Director

Tim Jessee
328 Advantage Drive
Tazewell, VA 24651
276-988-5511 Ext 1503
timjessee@tcpsva.org

Richlands, VA 24641
276-964-4112 Ext 3405
Nettie Helbert, Mgr
nhelbert@tcpsva.org

Tazewell Intermediate

300 West Riverside Dr.
North Tazewell, VA 24630
276-988-4510 Ext 4604
Jane Boardwine, Mgr
jboardwin@tcpsva.org

Tazewell Primary

175 Parkview Dr
Tazewell, VA 24651
276-988-5048 Ext 4406
Violetta Kitts, Mgr
vkitts@tcpsva.org

**WASHINGTON CO. TN PUBLIC SCHOOLS
SCHOOL NUTRITION DEPARTMENT**

Boones Creek Elementary

132 Highland Church Rd.
Johnson City, TN 37615
423-850-8579 (Cafeteria)
Brenda Cicerello, MANAGER
cicirellob@wcde.org

Daniel Boone H.S.

1440 Suncrest Drive
Gray, TN 37615
423-477-1622 (Cafeteria)
Nila Babb, MANAGER
rhotonn@wcde.org

Fall Branch Elementary

1061 Hwy 93
Fall Branch, TN 37656
423-348-1202 (Cafeteria)
Stephanie Brumley, MANAGER
brumleys@wcde.org

Grandview Elementary

2891 Hwy 11E
Telford, TN 37690
423-257-7408 (Cafeteria)
Candace Holland, MANAGER
hollandc@wcde.org

**WASHINGTON CO. VA PUBLIC SCHOOLS
CHILD NUTRITION DEPARTMENT**

ABINGDON HIGH SCHOOL

705 THOMPSON DRIVE
ABINDON VA. 24210
276-739-3215 (CAFETERIA)
BARBARA DAVENPORT, MANAGER
barbarad@wcs.k12.va.us

HOLSTON HIGH SCHOOL

21308 MONROE RD.
DAMASCUS VA. 24236
276-739-4015 (CAFETERIA)
ANGIE REYNOLDS, MANAGER
angier@wcs.k12.va.us

JOHN S. BATTLE HIGH

21264 BATTLE HILL DR.
BRISTOL VA. 24202
276-642-5315 (CAFETERIA)
ROBERTA WALLS, MANAGER
robertaw@wcs.k12.va.us

PATRICK HENRY HIGH

31437 HILLMAN HWY
GLADE SPRING VA. 24340
276-739-3715
ROBIN CASEY, MANAGER
rcasey@wcs.k12.va.us

ABINGDON ELEMENTARY SCHOOL

19431 WOODLAND HILLS RD.
ABINGDON VA. 24210
276-739-3415 (CAFETERIA)
JOYCE STEVENS, MANAGER
joyce@wcs.k12.va.us

DAMASCUS MIDDLE SCHOOL

32101 GOVERNMENT RD.
DAMASCUS VA. 24236
276-739-4114 (CAFETERIA)
JOYCE TESTER, MANAGER
jtester@wcs.k12.va.us

E.B. STANLEY MIDDLE SCHOOL

297 STANLEY STREET
ABINGDON VA. 24210
276-739-3314 (CAFETERIA)
KRISTEN DEEL, MANAGER
kdeel@wcs.k12.va.us

GLADE SPRING MIDDLE SCHOOL

33474 STAGECOACH RD
GLADE SPRING VA. 24340
276-739-3815 (CAFETERIA)
CAROLYN MUMPOWER, MANAGER
cmumpower@wcs.k12.va.us

WALLACE MIDDLE SCHOOL

13077 WALLACE PIKE
BRISTOL VA. 24202
276-642-5415 (CAFETERIA)
SHERRY GILL, MANAGER
sgill@wcs.k12.va.us

RHEA VALLEY ELEMENTARY SCHOOL

31305 RHEA VALLEY RD
MEADOWVIEW VA. 24361
276-739-4215 (CAFETERIA)
BARBARA CLARK, MANAGER
barbarac@wcs.k12.va.us

Lisa Hurd

lhurd@wisek12.org

Coeburn Middle

518 Centre Avenue, NE

Coeburn, VA 24230

276-395-2135

Tammie Hughes

thughes@wisek12.org

Eastside High

314 School House Hill Drive

Coeburn VA 24230

276-395-3389

Trina Jenkins

tjenkins@wisek12.org

Union Primary School

2945 Second Avenue, East

Big Stone Gap, VA 24219

276-523-4900

Lydia Hylton

lhylton@wisek12.org

ALL BILLING & REMITTANCE:

Wise County Schools

628 Lake Street, NE

Wise, VA 24293

276-328-8017

Brandi Bates, Director

bbates@wisek12.org

Kim Wells, Secretary

kwells@wisek12.org

Lisa Herron

lherron@wisek12.org

JW Adams Combined

10824 Orby Cantrell Hwy

Pound, VA 24279

276-796-5419

Rhonda Hylton

rhylton@wisek12.org

Wise Primary

323 Railroad Ave, SE

Wise, VA 24293

276-328-8019

Tammy Graham

tgraham@wisek12.org

LF Addington Middle

324 School Street

Wise, VA 24293

276-328-8821

Chrystal Collins

chcollns@wisek12.org

Central High School

5000 Warrior Drive

Norton, VA 24273

276-328-8015

Deborah Vance

dvance@wisek12.org

**WYTHE COUNTY VA PUBLIC SCHOOLS
SCHOOL NUTRITION DEPARTMENT**

FORT CHISWELL MIDDLE/HIGH SCHOOLS

1 PIONEER TRAIL

MAX MEADOWS, VA 24360

276-637-3437

RURAL RETREAT MIDDLE/HIGH SCHOOLS

321 EAST BUCK AVENUE

RURAL RETREAT, VA 24368

276-686-4143

PO Box 535
Haysi, VA 24256 Telephone: 276-679-7880 Fax: 276-679-7898

Major Brian Parks
Southwest Virginia Regional Authority – Duffield
1037 Boone Trail Road
PO Box 487
Duffield, VA 24244 Telephone: 276-690-9550 Fax: 276-690-9543

Major Chad Kilgore
Southwest Virginia Regional Jail Authority – Abingdon
15205 Joe Derting Drive
Abingdon, VA 24210 Telephone: 276-739-3520 Fax: 276-739-3534

Major Rick Alsbrook
Southwest Virginia Regional Jail Authority – Tazewell
102 Water Street, Tazewell, VA 24651 Telephone: 276-988-1080 Fax: 276-988-1097

Bill To:

Southwest Virginia Regional Jail Authority – Administration
PO Box 279
Meadowview, VA 24361-0279
Telephone: 276-739-3530
Fax: 276-739-3534

Accounts Payable: Judy Jones
judyjones@swvrja.com
276-739-3530

Finance Manager: Savannah Sanford
ssanford@swvrja.com
276-739-3520

Procurement: Jason Tuggle
jtuggle@swvrja.com
276-739-3520

Federal Taxpayer ID#: 54-2061321

Washington County TN	14	8268	3800	1600	0
Washington County VA	15	7031	3677	2104	0
Wise County	11	5570	3700	1900	0
Wythe County	12	3999	2000	1430	0
Subtotal	172	71646	42134	24310	3807
Regional Jail System	4	1900	1900	1900	1900
Grand Total	176	73546	44034	26210	5707

IFB LEGEND SOUTHERN APPALACHIAN MOUNTAINS (SAM) CO-OP 2021-2026

- A** Must provide a minimum of 2 oz. equivalent Meat/Meat Alternate per USDA School Nutrition requirements.
- B** Must provide a minimum of 2 oz. equivalent of Whole Grain Rich* (WGR) servings per USDA School Nutrition requirements.
- C** Must provide a minimum of 1 oz. equivalent Meat/Meat Alternate per USDA School Nutrition requirements.
- D** Must provide a minimum of 1 oz. equivalent of Whole Grain Rich* (WGR) servings per USDA School Nutrition requirements.
- E** Must provide a minimum of 2 oz. equivalent Meat/Meat Alternate and a 2 oz. equivalent of Whole Grain Rich* (WGR) servings, and 1/8 Cup vegetable per USDA School Nutrition requirements.
- F** Must provide a minimum of 2 oz. equivalent Meat/Meat Alternate and a minimum of 1 oz. equivalent of Whole Grain Rich* (WGR) servings per USDA School Nutrition requirements.
- G** Must meet federal and state requirements for ala carte items (product must either be a recognized component of the food based meal pattern and/or contain 5% of the daily value per serving or per 100 calories of at least one of these 8 essential nutrients: Iron, Calcium, Protein, Vitamin A, Vitamin C, Niacin, Thiamine, or Riboflavin).

E. American Rescue Plan Act-(ESSER III)

I will provide the information for the American Rescue Plan Act
(Esser III) spreadsheet- projected expenses the night of the August 3rd board
meeting.

Thank you,

John

SCOTT COUNTY PUBLIC SCHOOL HEAD START

FINANCIAL REPORT, JUNE 2021

GRANT AWARDS

<i>Head Start</i> 1/1/21-12/31/21	Funding Type	Federal Share	NFS	Total Funding
03CH011328-02-01	Continuation	\$1,430,148	\$357,538	\$1,787,686
	Total	\$1,430,148	\$357,538	\$1,787,686

<i>Early Head Start</i> 9/1/20-8/31/21	Funding Type	Federal Share	NFS	Total Funding
03HP000049-04-00	Continuation	\$372,363	\$93,091	\$465,454
03HP000049-04-01	COVID-19	\$21,091	\$0	\$21,091
03HP000049-04-02	COLA/QI	\$42,273	\$0	\$42,273
	Total	\$435,727	\$93,091	\$528,818

<i>CRRSA/ARP</i> 4/1/21-3/31/23	Funding Type	Federal Share	NFS	Total Funding
03HE000869-01-00	COVID-19 (C5)	\$51,766	\$0	\$51,766
03HE000869-01-01	COVID-19 (C6)	\$205,798	\$0	\$205,798
	Total	\$257,564	\$0	\$257,564

NON-FEDERAL SHARE (NFS)

Non-federal match is a statutory requirement of the Head Start Act Section 640(b). As stated in the Act, the grantee agency must provide 20 percent of the total costs of the Head Start program

Head Start	Current Month	YTD	Budgeted	Remaining	% Remaining
Parents & Volunteer	\$ 930.99	\$ 57,515.85	\$ 155,978.00	\$ 98,462.15	63%
School District	\$ 24,327.14	\$ 128,216.54	\$ 162,399.00	\$ 34,182.46	21%
Donations	\$ 2,772.19	\$ 24,924.49	\$ 39,161.00	\$ 14,236.51	36%
Total	\$ 28,030.32	\$ 210,656.88	\$ 357,538.00	\$146,881.12	41%

Early Head Start	Current Month	YTD	Budgeted	Remaining	% Remaining
Parents & Volunteer	\$ 4,659.96	\$ 38,147.29	\$ 68,271.00	\$ 30,123.71	44%
School District	\$ 1,247.29	\$ 8,543.01	\$ 9,205.00	\$ 661.99	7%
Donations	\$ 1,535.10	\$ 23,340.62	\$ 15,615.00	\$ (7,725.62)	-49%
Total	\$ 7,442.35	\$ 70,030.92	\$ 93,091.00	\$ 23,060.08	25%

ADMINISTRATIVE COST

*Allowable costs to develop and administer a Head Start program cannot exceed 15 percent of the total approved program costs, which includes both federal costs and non-federal match.
(Head Start Program Performance Standards 1303.5)*

Head Start	Current Month	YTD	Budgeted	Remaining
Personnel	\$ 9,714.62	\$ 59,672.48	\$ 123,896.00	\$ 64,223.52
Fringe	\$ 3,374.67	\$ 21,084.13	\$ 54,590.00	\$ 33,505.87
Travel	\$ 2.09	\$ 38.46	\$ 533.00	\$ 494.54
Supplies	\$ 46.09	\$ 393.81	\$ 993.00	\$ 599.19
Contractual	\$ 76.29	\$ 357.85	\$ -	\$ (357.85)
Other	\$ 5,019.87	\$ 12,659.61	\$ 36,233.00	\$ 23,573.39
Total	\$ 18,233.63	\$ 94,206.34	\$ 216,245.00	\$122,038.66
Month Admin. Cost	1.02%			
YTD Admin. Cost	5.27%			

Early Head Start	Current Month	YTD	Budgeted	Remaining
Personnel	\$ 1,581.29	\$ 16,723.16	\$ 22,328.00	\$ 5,604.84
Fringe	\$ 440.32	\$ 4,652.12	\$ 7,466.00	\$ 2,813.88
Travel	\$ -	\$ 10.63	\$ 82.00	\$ 71.37
Supplies	\$ 133.51	\$ 431.57	\$ 462.00	\$ 30.43
Contractual	\$ 14.20	\$ 75.57	\$ -	\$ (75.57)
Other	\$ 1,937.45	\$ 7,478.83	\$ 13,268.00	\$ 5,789.17
Total	\$ 4,106.77	\$ 29,371.88	\$ 43,606.00	\$ 14,234.12
Month Admin. Cost	0.81%			
YTD Admin. Cost	5.78%			

CREDIT CARD TRANSACTIONS

Head Start	Object				
Memo	Code	Debit	Credit	Balance	
Postage to mail family surveys	5201	\$ (8.55)	\$ -	\$ (8.55)	
Lunch items for last day of school	6002	\$ (22.82)	\$ -	\$ (31.37)	
Lunch items for last day of school	6002	\$ (64.92)	\$ -	\$ (96.29)	
Lunch items for last day of school	6002	\$ (80.71)	\$ -	\$ (177.00)	
Lunch items for last day of school	6002	\$ (13.98)	\$ -	\$ (190.98)	
Pediatric First Aid/CPR training	20-3800	\$ (32.00)	\$ -	\$ (222.98)	
Spices for parent enrichment class	5505	\$ (20.00)	\$ -	\$ (242.98)	

Early Head Start	Object				
Memo	Code	Debit	Credit	Balance	
Recertification Training	20-3800	\$ (125.00)	\$ -	\$ (125.00)	
Adult First Aid/CPR training	20-3800	\$ (32.00)	\$ -	\$ (157.00)	
Late fees credited to account	5801	\$ -	\$ 57.32	\$ (99.68)	
Office supplies	6001	\$ (118.00)	\$ -	\$ (217.68)	
Medical supplies	6004	\$ (71.92)	\$ -	\$ (289.60)	
Dishpans for play sink, containers	6013	\$ (29.74)	\$ -	\$ (319.34)	
Dishpan for play sink	6013	\$ (1.44)	\$ -	\$ (320.78)	
Educational supplies	6013	\$ (527.36)	\$ -	\$ (848.14)	

HEAD START BUDGET - JUNE 2021

03CH011328-02 (01/01/21-12/31/21)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 113,876.60	\$ 638,634.31	\$ 1,430,148	\$ 791,513.69	55.3%
CACFP	\$ 7,154.89	\$ 52,986.16	\$ 115,000	\$ 62,013.84	53.9%
Donations, Other Revenue	\$ -	\$ 141.79	\$ -	\$ (141.79)	0.0%
Total	\$ 121,031.49	\$ 691,762.26	\$ 1,545,148	\$ 853,385.74	55.2%
EXPENDITURES					
Personnel	\$ 69,255.47	\$ 412,721.49	\$ 887,516	\$ 474,794.51	53.5%
Personnel Total	\$ 69,255.47	\$ 412,721.49	\$ 887,516	\$ 474,794.51	53.5%
Fringe	\$ 27,551.94	\$ 164,079.15	\$ 362,344	\$ 198,264.85	54.7%
Fringe Total	\$ 27,551.94	\$ 164,079.15	\$ 362,344	\$ 198,264.85	54.7%
Out of Town Travel	\$ 29.91	\$ 549.48	\$ 7,615	\$ 7,065.52	92.8%
Travel Total	\$ 29.91	\$ 549.48	\$ 7,615	\$ 7,065.52	92.8%
Office Supplies	\$ 590.44	\$ 4,635.39	\$ 8,644	\$ 4,008.61	46.4%
Postage	\$ 8.55	\$ 28.84	\$ 939	\$ 910.16	96.9%
Food Supplies	\$ 5,244.25	\$ 38,509.50	\$ 93,735	\$ 55,225.50	58.9%
Food Service Supplies	\$ -	\$ 719.31	\$ 4,950	\$ 4,230.69	85.5%
Classroom/Ed. Supplies	\$ 259.20	\$ 4,938.81	\$ 12,993	\$ 8,054.19	62.0%
Medical & Dental Supplies	\$ -	\$ 288.34	\$ 1,833	\$ 1,544.66	84.3%
Transition Supplies	\$ -	\$ -	\$ 400	\$ 400.00	100.0%
Janitorial Supplies	\$ 59.42	\$ 961.47	\$ 4,600	\$ 3,638.53	79.1%
Supplies Total	\$ 6,161.86	\$ 50,081.66	\$ 128,094	\$ 78,012.34	60.9%
Mental Health Services	\$ 13.13	\$ 65.63	\$ 4,140	\$ 4,074.37	98.4%
Other Contractual Services	\$ 333.00	\$ 6,555.24	\$ 17,694	\$ 11,138.76	63.0%
Contractual Total	\$ 346.13	\$ 6,620.87	\$ 21,834	\$ 15,213.13	69.7%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ 765.00	\$ 5,969.85	\$ 9,180	\$ 3,210.15	35.0%
Utilities	\$ 1,589.50	\$ 7,016.76	\$ 20,400	\$ 13,383.24	65.6%
Telephone	\$ 1,153.15	\$ 7,186.10	\$ 12,000	\$ 4,813.90	40.1%
Child Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repair	\$ 357.24	\$ 4,915.88	\$ 6,546	\$ 1,630.12	24.9%
Local Travel	\$ 104.40	\$ 689.84	\$ 4,095	\$ 3,405.16	83.2%
Parent Activities	\$ -	\$ 123.59	\$ 2,567	\$ 2,443.41	95.2%
Audit Fee	\$ -	\$ -	\$ 2,945	\$ 2,945.00	100.0%
Publications, Ads, & Printing	\$ 1,127.74	\$ 6,482.93	\$ 13,889	\$ 7,406.07	53.3%
Health Services	\$ -	\$ -	\$ 3,278	\$ 3,278.00	100.0%
Field Trips	\$ -	\$ -	\$ 750	\$ 750.00	100.0%
Discretionary Funds	\$ 66.26	\$ 417.69	\$ 3,360	\$ 2,942.31	87.6%
Health Examinations/Wellness	\$ -	\$ 83.23	\$ 300	\$ 216.77	72.3%
Assoc., Dues, & Fees	\$ 40.00	\$ 128.95	\$ 2,136	\$ 2,007.05	94.0%
Substitutes	\$ 175.75	\$ 1,004.88	\$ 18,320	\$ 17,315.12	94.5%
Training	\$ 919.00	\$ 1,589.00	\$ 15,541	\$ 13,952.00	89.8%
Other Total	\$ 6,298.04	\$ 35,608.70	\$ 115,307	\$ 79,698.30	69.1%
Expenditures Total	\$ 109,643.35	\$ 669,661.35	\$ 1,522,710	\$ 853,048.65	56.0%
Income (Loss)	\$ 11,388.14	\$ 22,100.91			

EARLY HEAD START BUDGET - JUNE 2021
03HP00004904 (09/01/20-8/31/21)

	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
REVENUES					
ACF-OHS	\$ 38,380.15	\$ 302,027.43	\$ 435,727	\$ 133,699.57	30.7%
CACFP	\$ 2,484.09	\$ 22,524.99	\$ 30,000	\$ 7,475.01	24.9%
Donations, Other Revenue	\$ -	\$ 168.00	\$ -	\$ (168.00)	0.0%
Total	\$ 40,864.24	\$ 324,720.42	\$ 465,727	\$ 141,006.58	30.3%
EXPENDITURES					
Personnel	\$ 21,498.29	\$ 199,048.57	\$ 246,718	\$ 47,669.43	19.3%
Personnel Total	\$ 21,498.29	\$ 199,048.57	\$ 246,718	\$ 47,669.43	19.3%
Fringe	\$ 6,573.03	\$ 62,212.07	\$ 97,115	\$ 34,902.93	35.9%
Fringe Total	\$ 6,573.03	\$ 62,212.07	\$ 97,115	\$ 34,902.93	35.9%
Out of Town Travel	\$ -	\$ 151.91	\$ 1,172	\$ 1,020.09	87.0%
Travel Total	\$ -	\$ 151.91	\$ 1,172	\$ 1,020.09	87.0%
Office Supplies	\$ 1,334.23	\$ 3,326.81	\$ 3,000	\$ (326.81)	-10.9%
Postage	\$ -	\$ -	\$ 100	\$ 100.00	100.0%
Food Supplies	\$ 2,476.51	\$ 18,951.84	\$ 30,181	\$ 11,229.16	37.2%
Food Service Supplies	\$ 233.36	\$ 747.12	\$ 4,500	\$ 3,752.88	83.4%
Classroom/Ed. Supplies	\$ 2,048.81	\$ 6,638.66	\$ 23,453	\$ 16,814.34	71.7%
Medical & Dental Supplies	\$ 166.43	\$ 631.13	\$ 3,000	\$ 2,368.87	79.0%
Transition Supplies	\$ -	\$ -	\$ 500	\$ 500.00	100.0%
Janitorial Supplies	\$ 573.04	\$ 2,838.54	\$ 5,500	\$ 2,661.46	48.4%
Supplies Total	\$ 6,832.38	\$ 33,134.10	\$ 70,234	\$ 37,099.90	52.8%
Mental Health Services	\$ 39.37	\$ 159.37	\$ 1,620	\$ 1,460.63	90.2%
Other Contractual Services	\$ 123.00	\$ 3,424.37	\$ 8,000	\$ 4,575.63	57.2%
Contractual Total	\$ 162.37	\$ 3,583.74	\$ 9,620	\$ 6,036.26	62.7%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ 135.00	\$ 1,425.00	\$ 1,560	\$ 135.00	8.7%
Utilities	\$ 192.29	\$ 1,733.55	\$ 4,500	\$ 2,766.45	61.5%
Telephone	\$ 187.72	\$ 1,728.91	\$ 2,374	\$ 645.09	27.2%
Child Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repair	\$ 471.05	\$ 9,536.03	\$ 7,610	\$ (1,926.03)	-25.3%
Local Travel	\$ -	\$ 143.02	\$ 1,000	\$ 856.98	85.7%
Parent Activities	\$ 15.99	\$ 38.97	\$ 600	\$ 561.03	93.5%
Audit Fee	\$ -	\$ 455.00	\$ 1,000	\$ 545.00	54.5%
Publications, Ads, & Printing	\$ 61.58	\$ 61.58	\$ 2,208	\$ 2,146.42	97.2%
Health Services	\$ -	\$ -	\$ 1,000	\$ 1,000.00	100.0%
Field Trips	\$ -	\$ -	\$ 1,000	\$ 1,000.00	100.0%
Discretionary Funds	\$ -	\$ 69.40	\$ 1,800	\$ 1,730.60	96.1%
Health Examinations/Wellness	\$ -	\$ 92.88	\$ 250	\$ 157.12	62.8%
Assoc., Dues, & Fees	\$ (46.02)	\$ 741.27	\$ 1,700	\$ 958.73	56.4%
Substitutes	\$ 1,731.38	\$ 2,379.38	\$ 2,697	\$ 317.62	11.8%
Training	\$ 2,954.00	\$ 5,700.95	\$ 8,121	\$ 2,420.05	29.8%
Other Total	\$ 5,702.99	\$ 24,105.94	\$ 37,420	\$ 13,314.06	35.6%
Expenditures Total	\$ 40,769.06	\$ 322,236.33	\$ 462,279	\$ 140,042.67	30.3%
Income (Loss)	\$ 95.18	\$ 2,484.09			

CRRSA/ARP BUDGET - MAY 2021
03HE000869-01 (04/01/21-3/31/23)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 1,221.47	\$ 1,813.72	\$ 257,564	\$ 255,750.28	99.3%
CACFP	\$ -	\$ -	\$ -	\$ -	0.0%
Donations, Other Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
Total	\$ 1,221.47	\$ 1,813.72	\$ 257,564	\$ 255,750.28	99.3%
EXPENDITURES					
Personnel	\$ 13,075.00	\$ 13,075.00	\$ 14,400	\$ 1,325.00	9.2%
Personnel Total	\$ 13,075.00	\$ 13,075.00	\$ 14,400	\$ 1,325.00	9.2%
Fringe	\$ 1,002.57	\$ 1,002.57	\$ 1,239	\$ 236.43	19.1%
Fringe Total	\$ 1,002.57	\$ 1,002.57	\$ 1,239	\$ 236.43	19.1%
Out of Town Travel	\$ -	\$ -	\$ -	\$ -	0.0%
Travel Total	\$ -	\$ -	\$ -	\$ -	0.0%
Office Supplies	\$ -	\$ -	\$ -	\$ -	0.0%
Postage	\$ -	\$ -	\$ -	\$ -	0.0%
Food Supplies	\$ -	\$ -	\$ 408	\$ 408.00	100.0%
Food Service Supplies	\$ -	\$ -	\$ -	\$ -	0.0%
Classroom/Ed. Supplies	\$ 836.52	\$ 836.52	\$ 98,780	\$ 97,943.48	99.2%
Medical & Dental Supplies	\$ -	\$ -	\$ 2,000	\$ 2,000.00	100.0%
Transition Supplies	\$ -	\$ -	\$ -	\$ -	0.0%
Janitorial Supplies	\$ -	\$ -	\$ 3,600	\$ 3,600.00	100.0%
Supplies Total	\$ 836.52	\$ 836.52	\$ 104,788	\$ 103,951.48	99.2%
Mental Health Services	\$ -	\$ -	\$ 93,600	\$ 93,600.00	100.0%
Other Contractual Services	\$ -	\$ -	\$ -	\$ -	0.0%
Contractual Total	\$ -	\$ -	\$ 93,600	\$ 93,600.00	100.0%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ 204.95	\$ 819.80	\$ 2,460	\$ 1,640.20	66.7%
Utilities	\$ -	\$ -	\$ -	\$ -	0.0%
Telephone	\$ -	\$ -	\$ -	\$ -	0.0%
Child Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repair	\$ -	\$ -	\$ -	\$ -	0.0%
Local Travel	\$ -	\$ -	\$ -	\$ -	0.0%
Parent Activities	\$ -	\$ -	\$ 3,000	\$ 3,000.00	100.0%
Audit Fee	\$ -	\$ -	\$ -	\$ -	0.0%
Publications, Ads, & Printing	\$ -	\$ -	\$ 8,699	\$ 8,699.00	100.0%
Health Services	\$ -	\$ -	\$ -	\$ -	0.0%
Field Trips	\$ -	\$ -	\$ -	\$ -	0.0%
Discretionary Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Health Examinations/Wellness	\$ -	\$ -	\$ -	\$ -	0.0%
Assoc., Dues, & Fees	\$ -	\$ -	\$ 15,000	\$ 15,000.00	100.0%
Substitutes	\$ 28.50	\$ 28.50	\$ 1,800	\$ 1,771.50	98.4%
Training	\$ -	\$ 157.40	\$ 12,578	\$ 12,420.60	98.7%
Other Total	\$ 233.45	\$ 1,005.70	\$ 43,537	\$ 42,531.30	97.7%
Expenditures Total	\$ 15,147.54	\$ 15,919.79	\$ 257,564	\$ 241,644.21	93.8%
Income (Loss)	\$ (13,926.07)	\$ (14,106.07)			

**SCHOOL RESOURCE OFFICER
SALARY SCHEDULE
2020-2021**

EXP.	SALARY
0	\$31,815
1	\$32,770
2	\$33,300
3	\$33,830
4	\$34,360
5	\$34,890
6	\$35,280
7	\$36,015
8	\$36,750
9	\$37,485
10	\$38,220
11	\$38,955
12	\$39,690
13	\$40,425
14	\$41,160
15	\$41,895
16	\$42,630
17	\$43,365
18	\$44,100
19	\$44,835
20	\$45,570

2021-2022 3%
SALARY
\$32,769.45
\$33,753.10
\$34,299.00
\$34,844.90
\$35,390.80
\$35,936.70
\$36,338.40
\$37,095.45
\$37,852.50
\$38,609.55
\$39,366.60
\$40,123.65
\$40,880.70
\$41,637.75
\$42,394.80
\$43,151.85
\$43,908.90
\$44,665.95
\$45,423.00
\$46,180.05
\$46,937.10

2021-2022 3%
SALARY
\$ 32,770
\$ 33,755
\$ 34,300
\$ 34,845
\$ 35,390
\$ 35,940
\$ 36,340
\$ 37,095
\$ 37,855
\$ 38,610
\$ 39,370
\$ 40,125
\$ 40,880
\$ 41,640
\$ 42,395
\$ 43,155
\$ 43,910
\$ 44,665
\$ 45,425
\$ 46,180
\$ 46,940

School Board Meeting- August 3, 2021

Resignation:

Tabbitha Bledsoe, school nurse, effective July 14, 2021
Pennie Jarrett, paraprofessional-art, effective July 18, 2021
Ryan Carpenter, band director/teacher, effective July 21, 2021
Ashley Culbertson, teacher, effective July 14, 2021
Karen Culbertson, teacher, effective July 16, 2021
Jenny Britt, early head start teacher, effective August 6, 2021
Aaron Townsend, custodian, effective July 28, 2021
Elijah Sutherland, teacher, effective July 23, 2021
Leslie Crawford, teacher, effective July 29, 2021
Silk Carter, media specialist, effective August 1, 2021
Matt Cruby, bus driver, effective August 1, 2021

Employment:

Whitney Worley, nurse, effective for the 2021-2022 school year
Susie Mullins, nurse, effective for the 2021-2022 school year
Rebecca Bays, band director/teacher, effective for the 2021-2022 school year
Amber Robinette, paraprofessional, effective for the 2021-2022 school year
Nakisha Akers, paraprofessional, effective for the 2021-2022 school year
Anna Fansler, teacher assistant-Head Start, effective August 1, 2021
Dawn Lloyd, early head start teacher, effective August 1, 2021
Krislyn Barnhill, teacher, effective for the 2021-2022 school year
Riley Couch, teacher, effective for the 2021-2022 school year
Sarah Helbert, paraprofessional, effective for the 2021-2022 school year
Chandler Pendleton, paraprofessional, effective for the 2021-2022 school year
Jessi Parks, paraprofessional, effective for the 2021-2022 school year
Kacee Kindle, paraprofessional, effective for the 2021-2022 school year
Sarah Lawson, paraprofessional, effective for the 2021-2022 school year
Brooke Goldizen, speech therapist, effective for the 2021-2022 school year

Alysia Moore, teacher, effective for the 2021-2022 school year

Emilee Phillips, teacher, effective for 2021-2022 school year

Retirement

Paul Boggs, maintenance, effective August 1, 2021

Memo

To: School Board Members
From: Jason Smith, Assistant Superintendent
Date: August 3, 2021
Re: Substitute List

The following substitutes are submitted for your approval:

1. Shayla Castle
2. Charity Howell
3. Jennifer Booth
4. Kaleigh Sloan
5. Allison Lewis
6. Jan Meade
7. Joanna "Jodi" Statzer
8. Denise Mosher

Commonwealth of Virginia
Office of Governor Ralph S. Northam

FOR IMMEDIATE RELEASE · July 26, 2021

Office of the Governor

Alena.Yarmosky@governor.virginia.gov

**Governor Northam Announces \$500
Million Investment to Improve Air Quality
in Virginia Schools**

*~ \$250 million in American Rescue Plan funding, \$250 million in
local matching funds, will complete nearly all currently planned
school HVAC projects ~*

HOPEWELL—Governor Ralph Northam today announced that Virginia plans to invest \$500 million to improve ventilation and air quality in public schools, securing the completion of nearly all currently planned HVAC projects. The Commonwealth

will allocate \$250 million in federal American Rescue Plan (ARP) funding for necessary ventilation upgrades, which will be matched 1:1 by local ARP or other relief funding. Ventilation systems clean and disperse air, decreasing the risk of various airborne illnesses including COVID-19.

Governor Northam made the announcement at Hopewell High School, joining school officials to celebrate the launch of their year-round school initiative. This announcement marks the start of “Investment Week,” during which the Governor and legislative leaders will highlight proposals for allocating the \$4.3 billion in ARP funding available to the Commonwealth in advance of the August 2nd special session.

“Air quality is a key part of maintaining safe and healthy learning environments for our students across the Commonwealth,” **said Governor Northam**. “This investment will help families, educators, and students feel more confident about the quality of the air they breathe as we return to in-person learning five days a week this fall.”

In a recent report to the Commission on School Construction and Modernization, the Virginia Department of Education analyzed 117 Capital Improvement Plans (CIPs) from school divisions detailing the projects they plan to complete in the next decade. Following plans for new buildings and renovations, school divisions most frequently planned for HVAC repair and replacement projects, with a total of 463 HVAC projects amounting to \$623 million. Governor Northam’s investment will secure the completion of nearly all currently planned projects.

“Ensuring there is clean air in our classrooms helps assure staff and students that schools are safe places so they can focus on learning,” **said Secretary of Education Atif Qarni**. “We know high quality ventilation systems reduce the number of virus particles in the air, and this investment means that Virginia schools will have updated HVAC systems for years to come.”

Funding will be allocated to school divisions based on their average daily membership, with a minimum allocation of \$200,000 per school division. The funds will be granted as reimbursements to divisions completing HVAC projects.

“This funding is incredibly important for schools across the Commonwealth in dire need of upgrading their ventilation systems,” **said Senator Louise Lucas, Chair of the Senate Education and Health Committee**. “I’m proud we can provide this necessary support on behalf of teachers, staff, students, and communities.”

“In light of the COVID-19 pandemic, many schools have recognized the need to improve their air quality and HVAC systems,” **said Delegate Roslyn Tyler, Chair of the House Education Committee**. “Now more than ever, this funding is critical to ensuring we provide a safe and supportive learning environment to students in Virginia schools.”

Every schools in Virginia is required to make in-person instruction available to all students in the 2021-2022 school year, pursuant to Senate Bill 1303 which was passed during Virginia’s 2021 special session.

“When the special session convenes next week, the Commonwealth has the opportunity to invest in its future, beginning with its students,” said **Senator Janet Howell, Chair of the Senate Finance and Appropriations Committee**. “This investment is another prime example of how we will be utilizing American Rescue Plan funding to move Virginia forward and build on the investments of last year’s CARES Act funding.

“Together with the localities, we are working to address school modernization needs across the Commonwealth,” said **Delegate Luke Torian, Chair of the House Appropriations Committee**. “This partnership will support our collective efforts to create healthy learning environments for all of our students.”

In 2020, Governor Northam directed \$492 million in federal Coronavirus Aid, Relief, and Economic Security (CARES) Act funding to public schools and PreK-12 state-level education initiatives. This year, Virginia received approximately \$939 million in Elementary and Secondary School Emergency Relief (ESSER) II funds under the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act of 2021. Ninety percent of the funding was distributed to school divisions in January, with the other 10 percent set aside for targeted state-level initiatives to address the impact of the pandemic on students and schools. Additionally, the American Rescue Plan Act ESSER III funds directly allocate \$1.9 billion to school divisions, with an additional state set aside of \$211 million.

Full Release

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