

**SCOTT COUNTY SCHOOL BOARD
MINUTES OF REGULAR MEETING TUESDAY, MAY 3, 2016**

The Scott County School Board met for a regular meeting on Tuesday, May 3, 2016, at the Scott County Career & Technical Center in Gate City, Virginia, with the following members present:

William "Bill" R. Quillen, Jr., Chairman
L. Stephen "Steve" Sallee, Jr., Vice Chairman
Linda D. Gillenwater
Larry L. Horton
Gail L. McConnell
David M. Templeton

ABSENT:

OTHERS PRESENT: John I. Ferguson, Superintendent; Jason Smith, Supervisor of Personnel; K.C. Linkous, Clerk Of The Board/Human Resource Manager; Beverly Stidham, Deputy Clerk/Purchasing Agent; Will Sturgill, School Board Attorney; Robert Sallee, Supervisor of Building Services; Kathy Musick, Virginia Professional Educators Representative; Ramona Russell, Teaching Assistant; Brenda Robinette, Supervisor of Special Education; Amanda Clark, Heritage TV; Patricia Whitley, Scott County Education Association; Nancy Godsey, Citizen; Lisa Taylor, Citizen; Ralph Quesinberry, Supervisor of Career & Technical; Steve Taylor, Teacher/Assistant Principal, SCCTC; Melanie McMurray, Teacher/FCCLA Sponsor; Rhonda Kilgore, Teacher; Justin Seaver, Teacher; Annette Parker, Teacher; Boone Gibson, Teacher; Jamie Perry, Teacher; Debbie Kilgore & Beverly Musick, Teachers/FCCLA Sponsors, Tim & Shannon Pillion, Parents; Allie Pillion, Student Forensics; Mike Lane, Principal GCHS; Marci Gore, Kingsport Times-News; Lisa McCarty, Scott County Virginia Star; Chip Beaty, Mountain Empire Older Citizens; Mitchell Cassell, Student GCHS FCCLA; Roger Cassel, Parent; Katy Richardson, student GCHS; Janet Sweet, Parent; Ashley Vermillion, Erin Gibson, Bryanna Rhoton, Brooklyn Hensley, Cole Shelton, Kert Gibson, Michael Calhoun – GCHS FCCLA Members; Kressa Johnson, GCHS FCCLA Member; Connie Johnson, Parent; Krista Laney, Dalton Sawyer, SCCTC FCCLA Members; Christopher Akers, GCHS New Football Coach/Teacher; Scott Vermillion, GCHS Head Boys Basketball Coach; Chris Fugate; GCHS Assistant Boys Basketball Coach and GCHS Boys Basketball Team: Cooper Garrett, John-Reed Barnes, Zac Ervin, Hunter Collier, Mac McClung, Nick Qualls, John Fansler, Drew Vermillion, Chandler Pendleton, Isaac Salyer.

CALL TO ORDER/MOMENT OF SILENCE/PEDGE OF ALLEGIANCE: Chairman Quillen called the meeting to order at 6:30 p.m. The audience observed a moment of silence and Mr. Sallee led in citing the *Pledge of Allegiance*.

ITEMS TO ADD TO AGENDA: Chairman Quillen stated that under Superintendent's Report, an item needs to be added: (E) New Hire for Gate City High School.

APPROVAL OF AGENDA: On a motion by Mr. Horton seconded by Mr. McConnell, all members voting aye, the Board approved the agenda with the addition of Item E.

APPROVAL OF APRIL 5, 2016 REGULAR MEETING MINUTES: On a motion by Mr. Templeton, seconded by Mr. Sallee, all members voting aye, the Board approved the April 5, 2016 Regular Meeting Minutes as presented.

APPROVAL OF APRIL 12, 2016 SPECIAL MEETING MINUTES: On a motion by Mr. Horton, seconded by Ms. Gillenwater, all members voting aye, the Board approved the April 12, 2016 Special Meeting Minutes as presented.

APPROVAL OF CLAIMS: On a motion by Mr. Horton, seconded by Mr. Templeton, all members voting aye, the Board approved claims as follows

School Operating Fund invoices & payroll in the amount of \$830,044.98 as shown by warrants #8117674-8117974 (8117197 voided) & electronic payroll direct deposit in the amount of \$1,131,312.21 & electronic payroll tax deposits in the amount of \$522,190.72. Cafeteria Fund invoices & payroll in the amount of \$129,310.94 as shown by warrants #1017205-1017250 & electronic payroll direct deposit in the

amount of \$28,618.64 & electronic payroll tax deposit in the amount of \$12,208.31. Head Start invoices & payroll totaling \$48,694.78 as shown by warrants #13983-14032 (13982 adjusted entry; 14017, 14019-14022, 14025 voided).

RECOGNITION OF SPORTS PROGRAMS, FORENSICS, CAREER & TECHNICAL AND FCCLA STATE LEVEL PARTICIPANTS: Superintendent Ferguson recognized students who participated in Region and State Level competitions in Forensics, FCCLA and Career & Technical.

Allie Pillion – Forensics (Storytelling); 2016 Clinch Mountain Conference Champion, Region 2A West Champion and 2A VHSL State Champion.

Melanie McMurray – *SCC&TC Family & Consumer Science Instructor*

Dalton Sawyer & Krista Laney – Illustrated Talk - Silver Medal & 2nd Place & Advancing to Nationals
Ashley Vermillion & Erin Gibson – Life Event Planning - Silver Medal & 4th Place & \$500 scholarship each from Sullivan University.

Debbie Kilgore & Beverly Musick – *Gate City High School FCCLA Instructors*

Brooklyn Hensley – State Vice President of Parliamentary Law for 2015-2016

Marah Mullins – Elected as State Vice President of Parliamentary Law for 2016-2017

Carolyn Dishner & Emily Fansler – Illustrated Talk – Silver Medal & 3rd Place

Kressa Johnson & Mitchell Cassell – Illustrated Talk - Silver Medal & 5th Place

Hailey Musick, Samantha Jerrell & Karsyn Williams – Chapter in Review Display – Silver Medals & 2nd Place

Hanna Musick & Ashtyn Gibson – Chapter in Review Portfolio – Silver Medal & 4th Place

Bryanna Rhoton & Massy Lowder – Chapter Service Project – Silver Medal & 3rd Place

Elizabeth Salyers – Nutrition & Wellness – Silver Medal & Trophy

Cole Shelton & Kert Gibson – Entrepreneurship – Silver Medal & 2nd Place

Michael Calhoun & Logan Davidson – Sports Nutrition – Silver Medal & 2nd Place

Tammy Cassell – *Rye Cove High School FCCLA Instructor*

Jalen Bledsoe – Career Investigation – Silver Medal & 2nd Place

Lucas Lane & Chase Love – National Programs in Action – Silver Medal

Colby Dillon & Gavin Hall – Illustrated Talk – Bronze Medal

Carli Cassell – STAR Evaluator

Tiffany Vanzant – Chapter Assistant

Chase Bowen – Career Investigation – Bronze Medal

Carli Cassell – Voting Delegate

Ralph Quesinberry, SCC&TC Principal

SKILLS USA

Jacob Mullins – Masonry – 2nd Place

Austin Hall – Carpentry – 3rd Place

Haley Rhoton – Fantasy Mannequins – 3rd Place in District, 22nd in State

Kortney Graham – Cosmetology – 3rd Place

Kendra Dougherty – Promotional Flyer – 1st Place in District, 6th in State

Collin Hickman – Promotional Flyer – 2nd Place in District, 11th in State

Kaitlyn Collins – Promotional Flyer – 3rd Place

Brandon Edwards – Residential Wiring – 2nd Place

RECOGNITION OF GATE CITY HIGH'S SCHOOL BOYS BASKETBALL TEAM:

Superintendent Ferguson presented Head Coach Scott Vermillion and the Gate City Boys Basketball team a resolution on an outstanding season of 23 wins and 6 losses during the regular season and for Participating in the VHSL 2A State Tournament Final Four.

RECOGNITION OF WESTERN REGION ESSAY WINNER: Superintendent Ferguson recognized Ms. Katy Richardson, a senior at Gate City High School, who was awarded the Western Region Essay Winner during the Strong Men & Women in Virginia History Celebration held in Richmond, Virginia. Ms. Richardson was featured on the cover of Urban Views Weekly alongside Governor Terry McAuliffe.

RECOGNITION OF SCOTT COUNTY CAREER & TECHNICAL CENTER & TWIN SPRINGS HIGH SCHOOL ECONOMICS & PERSONAL FINANCE CLASSES: Superintendent Ferguson recognized the Personal Finance Class at Twin Springs High School and their teacher Mr. Justin Seaver and the Personal Finance Class at SCCTC and their teachers, Ms. Melanie McMurray and Ms. Rhonda Kilgore for receiving an award of Tenth in the Nation and Seventh Best for small high schools in the nation in "The 100 Best Wise High Schools Teaching Personal Finance."

RECESS: The Board took a short five minute recess at 7:00 pm.

RETURN TO REGULAR SESSION: The Board returned to regular session at 7:05 p.m.

TEACHER APPRECIATION WEEK MAY 2-6, 2016: Chairman Quillen, stated that Teacher Appreciation week is May 2-6 and that today, May 3 is National Teacher Appreciation Day.

PUBLIC COMMENT: Lisa Taylor, Citizen, addressed the board with concerns of the special needs playground at the Career & Tech Center, cameras in the schools and drug testing for teachers.

SCOTT COUNTY CAREER & TECHNICAL CENTER APPROVAL OF CLASS OFFERINGS FOR 2016-2017: Ralph Quesinberry, Supervisor of Career & Technical Center, presented the following class offerings for 2016-2017:

Science, Technology, Engineering & Mathematics Cluster

Computer Systems Technology I & II (Cyber Security) Grades 10,11,12

Technical Drawing & Design Grades 9,10,11

Engineering Drawing & Design (prerequisite – Technical Drawing & Design) Grades 10,11,12

Agriculture, Food & Natural Resources Cluster

Veterinary Science Grade 11,12

Equine Management Grade 9,10,11,12

Introduction to Natural Resources and Ecology Systems Grade 10,11

Outdoor Recreation, Parks & Tourism Systems Management Grade 11,12

Business Management & Administration Cluster

Imaging Technology Grade 9,10,11,12

On a motion by Mr. Sallee, seconded by Ms. Gillenwater, all members voting aye, the Board approved the New Class Offerings at the Scott County Career & Technical Center for 2016-2017.

APPROVAL OF 2016-2017 CTE LOCAL PLAN & BUDGET APPLICATION OF PERKINS FUNDS: On a motion by Mr. Templeton, seconded by Mr. McConnell, all members voting aye, the Board approved the 2016-2017 CTE Local Plan & Budget Application of Perkins Funds as presented.

School Division SCOTT COUNTY PUBLIC SCHOOLS

Division Number:

084

CTEMS SCHEDULE 17 (Continued on next page)

Budget of Perkins Funds

2016-2017 Plan

1. CAREER AND TECHNICAL ACTIVITIES FUNDED (Indicate Required or Permissive Use of Funds)	2. CAREER AND TECHNICAL PROGRAM AREAS FUNDED	3. NARRATIVE DESCRIPTION (Describe how the expenditure will assist your division in continuously improving the academic and technical skills of students participating in career and technical education programs and in meeting the state levels of performance established under Section 113 of the Perkins IV Act. (Section 134(b)(1, 2 and 10) (Section 135(a-c)	4. OBJECT CODE	5. BUDGETED FUNDS AND SOURCE OF FUNDS	
				Fed., State, or Local	Amount
Required Use: Professional Development	ix. All	We will provide professional development programs to teachers and administrators to include in-service training. We will send administrators and teachers to local, district, state and national conferences, meetings and workshops.	5000 - Other Charges	FED	9,447.86
Required Use: Activities for Special Populations (to include nontraditional)	ix. All	We will create advertising material in our printing lab to encourage special population students to enroll in career and technical education classes.	3000 - Purchased Services	FED	1,000.00
Required Use: Regional Program Participation (only divisions submitting Schedule 15)					
ii)-Link career and technical education at the secondary level and career and technical education at the postsecondary level, including by offering the relevant elements of not less than 1 career and ii)-Initiate, improve, expand, and modernize quality career and technical education programs, including relevant technology	ix. All	We plan to assist special populations, including economic disadvantaged career and technical education students, with tuition assistance to ensure that they can have access to dual enrollment classes through Mountain Empire Community College.	3000 - Purchased Services	FED	5,000.00
	ix. All	We plan to purchase 25 computers for our Business and Information Technology program, 10 computers for our Technology Department and 7 lap tops for other career and technical education departments.	8000 - Capital Outlay/Equipment	FED	45,000.00

SPECIAL EDUCATION ADVISORY COMMITTEE PROGRAM RECOMMENDATIONS
FOR 2016-2017 SCHOOL YEAR: Ms. Robinette thanked the Board for listening to their concerns and presentation of needs for the 2016-17 school year. She thanked the Board for their past support and the many wonderful things they have been kind enough to provide to students with disabilities in Scott County Public Schools. Ms. Robinette explained the school system currently serves 617 students with disabilities, employ 58 teachers and service providers, as well as an additional 26 paraprofessionals or personal care aides. She also stated that Scott County Schools has one of the best Speech Programs, Applied Behavior Analysis Program, and Preschool Programs in Region VII. Ms. Robinette presented the following concerns from the Special Education Advisory Board:

The State Department of Education evaluates specific State Performance Plan Indicators for every school division in the state. Each school division is being evaluated on 14 different standards for their special education programs. One of the indicators pertains to transition. Every high school in our state is required to transition students with disabilities from high school into post-secondary school activities including: work study programs, employment, technical school, or higher education. Every student with disabilities, 16 years and older, has to be tracked. Also, as part of the transition indicator, the State Department of

Education encourages each school system to have a transition coordinator on staff to go out and assist finding employment for students with disabilities, assisting the students in completion of applications for employment, job shadowing as necessary, discussing appropriate dress, and providing follow-up with employers to ensure student success. A transition coordinator would serve as liaison between the student and any agency that would be able to provide services to the student. The transition coordinator would be able to review the student's transition assessment and help the student determine what their strengths are in, better selecting a program of study or job skills training program. With the freshman class of 2018, all students, not just students with disabilities, will select a career path, whether career readiness or college bound, with the expectation that these students participate in a work studies program pertaining to their area of interest. It is imperative that we have someone on board who can assist students with on-the-job training. Therefore, the Special Education Advisory Board would like to request a Transition Coordinator.

In addition the Special Education Advisory Committee would also like to propose the following improvements:

1. Our Self-Contained Life Skills Programs have grown to the point that we need an additional teacher at the elementary level. Life-skills classrooms should have a maximum of 10 students with a paraprofessional to attend to their needs. We have one classroom at Shoemaker with 16 students and another with 12 students. Eight of these children could make-up another class.
2. Weber City currently has 23 students in their special education resource program. The maximum is 20, there we need to consider another teacher there.
3. Every special education teacher has 2 computers in their classrooms; however, some teachers are requesting to have at least 5 in a classroom in order for each child to have a computer and to assist with SOL testing.
4. Scott County Public Schools' School Psychologist, Katrina Smith-Toole has evaluated approximately 153 students this year. One hundred and six of those were new referrals in which she is responsible for writing reports and then holding meetings with parents to determine each student's eligibility. In addition to the evaluations, she serves on multiple committees, such as: the FAPT Team with Social Services, she works with students involved with drugs on Scott County's Juvenile Drug Court Team, she is a liaison between the school system and mental health for those students who have emotional problems or may suicidal, is part of the Crisis Committee for each school, and bills Medicaid for the services that she provides. The Special Education Advisory Committee is requesting that you consider employing another School Psychologist.

APPROVAL OF SPECIAL EDUCATION ANNUAL PLAN: Ms. Brenda Robinette, Supervisor of Special Education addressed the board for approval of the Special Education Annual Plan. On a motion by Mr. Sallee, seconded by Mr. McConnell, all members voting aye the Board approved the Special Education Annual Plan. (Appendix I)

APPROVAL OF VI-B FLOW-THROUGH GRANT FOR 2016-2017: Ms. Brenda Robinette, Supervisor of Special Education, presented the VI-B Flow-Through Grant for 2016-2017.

On a motion by Mr. Templeton, seconded by Ms. Gillenwater, all members voting aye the Board approved the 2016-2017 VI-B Flow-Through Grant as presented. (Appendix I)

APPROVAL OF PRESCHOOL GRANT FOR 2016-2017: Ms. Brenda Robinette, Supervisor of Special Education, presented the 2016-2017 Preschool Grant.

On a motion by Mr. McConnell, seconded by Mr. Sallee, all members voting aye, the Board approved the 2016-2017 Preschool Grant as presented.

APPROVAL OF SCHOOL CAFETERIA MEAL PRICES FOR 2016-2017: Superintendent Ferguson presented proposals for raising lunch, breakfast and adult meal prices five cents in order to meet state and federal regulations. On a motion by Mr. Templeton, seconded by Mr. Horton, all members voting aye, the Board approved the cafeteria meal prices for 2016-2017 as follows:

High/Middle School Breakfast	\$1.00
Adult Breakfast	\$1.60
Elementary Breakfast	\$0.95
Elementary Lunch	\$1.85
High/Middle Lunch	\$2.20
Adult Lunch	\$3.00

APPROVAL OF SCHOOL DIVISION INSURANCES/VACORP RENEWAL 2016-2017:

Superintendent Ferguson presented a breakdown of rates for the school division's insurances with VACORP for 2016-2017. He submitted a comparison between 2015-2016 year and 2016-2017 renewal. Mr. Ferguson stated that Catastrophic Accident coverage was added and that in previous years each school paid their own coverage and that was only \$1,000,000. Now VACORP has included to cover seventh and eighth grade teams and the coverage will be \$3,000,000. The schools will drop their individual coverages and the school system will pick up the High School and Middle School teams as well.

On a motion by Mr. Horton, seconded by Mr. Sallee, all members voting aye, the Board approved the VACORP Renewal Proposal for 2016-2017 as presented.

VACORP PROPOSAL FOR 2016-2017

	2015-2016	2016-2017	DIFFERENCE
AUTO	\$ 40,986.00	\$ 44,958.00	+ \$3,972
CRIME EXPOSURE	\$ 725.00	\$ 725.00	NONE
GENERAL LIABILITY	\$ 10,574.00	\$ 7,814.00	- \$2,760
STUDENT ACCIDENT	\$ 15,580.00	\$ 17,554.00	+ \$1,974
EDUCATORS LEGAL LIABILITY	\$ 5,890.00	\$ 5,851.00	- \$39
INLAND MARINE	\$ 503.00	INCLUDED	NONE
PROPERTY	\$ 55,806.00	\$ 60,974.00	+ \$5168
BOLIER & MACHINERY	\$ 6,301.00	\$ 6,301.00	NONE
WORKERS COMPENSATION	\$116,504.00	\$126,680.00	+ \$10,176
ADDITIONS FOR 2016-2017			
CATASTROPHIC ACCIDENT \$3,000,000	NONE	\$ 1,845.00	+ \$1,845
UNDERGROUND FUEL STORAGE TANKS	NONE		
TOTAL	\$252,869.00	\$272,702.00	+ \$19,833.00
DIVIDEND	- \$8,820.00	- \$6,565.00	Credit for Workers Comp
TOTAL	\$244,049.00	\$ 266,137.00	

APPROVAL OF VSBA MEMBERSHIP SERVICES FOR 2016-2017: Superintendent Ferguson presented the division's renewal contract with VSBA for Policy Services in the amount of \$2,500.

On a motion by Mr. Templeton, seconded by Mr. McConnell, all members voting aye, the Board approved the contract renewal with VSBA for Policy Services in the amount of \$2,500.

APPROVAL OF SURPLUS SALE FOR JULY 9, 2016: On a motion by Mr. Horton, seconded by Ms. Gillenwater, all members voting aye, the Board approved the Surplus Sale for July 9, 2016.

APPROVAL OF NEW HIRE FOR GATE CITY HIGH SCHOOL: Mr. Jason Smith, Supervisor of Personnel, introduced Mr. Christopher Akers who will be a teacher and the new head football coach at Gate City High School.

On a motion by Mr. Templeton, seconded by Mr. Sallee, all members voting aye, the Board approved Mr. Christopher Akers as a teacher and the new Head Football Coach at Gate City High School.

Superintendent Ferguson made an announcement that the Gate City Civitan Club has partnered together with a Scott County School Organization and held an annual golf tournament to raise funds for that schools worthy project. The Civitan Club received ten requests and the school chosen was Dungannon Intermediate School. Ms. Lindsey Stapleton, a teacher at Dungannon Intermediate, made a proposal for 20 kindle fires and Ms. Alicia White, a teacher/assistant principal at Dungannon Intermediate, made a proposal for five iPad Airs and cases. The Club will combine both of these proposals and the proceeds from the golf tournament will go to benefit both proposals. Mr. Ferguson stated that the Civitan Club sponsors the "Special Education Day at Grogan Park Picnic" and this will be held May 12 from 9:00 a.m. – 2:00 p.m. and wishes to invite the school board members to attend.

Superintendent Ferguson extended an invitation to the school board members to attend the Scott County Public School's Annual Awards Celebration on Monday, May 16, 2016 at 6:30 pm at the Scott County Career & Technical Center. This celebration is to honor our students with the highest average in grades 8 – 12, the Valedictorian, Salutatorian and the Historian. The guest speaker will be Delegate Terry Kilgore.

CLOSED MEETING: Mr. Sallee made a motion to enter into closed meeting at 7:30 p.m. to discuss teachers, teaching assistants, coaches, principals, nurses, secretaries, custodians, bus drivers maintenance staff, cafeteria staff, central office staff and school resource officers, as provided in Section 2.2-3711 A (1) of the Code of Virginia, as amended; motion was seconded by Mr. McConnell, all members voting aye.

RETURN FROM CLOSED MEETING: All members returned from closed meeting at 10:15 p.m. and on a motion by Mr. Sallee, seconded by Mr. McConnell, the Board returned to regular session and Mr. Sallee cited the following certification of the closed meeting:

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Scott County School Board has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires certification, by this Scott County School Board that such meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Scott County School Board hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies and (ii) only such public matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Scott County School Board in the closed meeting.

ROLL CALL VOTE

Ayes: Linda Gillenwater, Larry Horton, Gail McConnell, Bill Quillen, Steve Sallee, David Templeton

Nays: None

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

APPROVAL OF OVERNIGHT FIELD TRIPS: On the recommendation of Mr. Jason Smith, Supervisor of Personnel and on a motion by Mr. Templeton, seconded by Mr. Horton, all members voting aye, the Board approved the field trip request of Gate City Middle School and High School, Career & Tech and Rye Cove High School to FCCLA National Leadership Conference in Washington, DC on July 2-9, 2016 (5+ students, 1 Sponsor and 1 Chaperone).

RESIGNATIONS: On the recommendation of Mr. Jason Smith, Supervisor of Personnel and on a motion by Mr. Templeton, seconded by Mr. Horton, all members voting aye, the Board approved the resignation request of Ms. Nakisha Akers, Head Start Teaching Assistant, effective April 1, 2016.

EMPLOYMENT: On the recommendation of Mr. Jason Smith, Supervisor of Personnel and on a motion by Mr. Horton, seconded by Ms. Gillenwater, all members voting aye, the Board approved the employment of Meghan McGee, Speech Therapist, effective May 2, 2016..

APPROVAL OF MENTOR STIPENDS FOR 2015-2016 SCHOOL YEAR: On a motion by Mr. McConnell, seconded by Mr. Templeton, all members voting aye the Board approved the mentor stipends of \$500 for the following teachers:

Weber City Elementary

Duffield Primary

Scott County Career/Technical

Scott County Career/Technical

Scott County Career/Technical

Scott County Career/Technical

Yuma Elementary

Yuma Elementary

Shoemaker Elementary

Rye Cove High

Gate City High School

Shoemaker Elementary

Sarah Boggs

Jeff Casteel

Tommy Musick

Melanie McMurray

Randy Bledsoe

Rachel Burke

Krystal Lucas

Amber Ketron

Reba Kindle

Cheyenne Osborne

Tabitha Smith

Deborah Stock (1/2 Stipend)

Shoemaker Elementary
Gate City Middle School
Nickelsville Elementary
Nickelsville Elementary
Gate City High School

Jane Burdine (1/2 Stipend)
Jody Wolfe
Susan Addington
Kathy Gilmer
Donna Rowlett

APPROVAL OF REVOCATION OF TEACHING LICENSE NO. 2016/0864: On a motion by Mr. Templeton, seconded by Mr. Horton, all members voting aye, the Board approved the Revocation of Teaching License No. 2016/0864.

BOARD MEMBER COMMENTS: Mr. Horton thanked the Foster Grandparents for volunteering their time to read and help with our young children in the school system.

Mr. Saltee expressed his appreciation to all teachers for their hard work and thanked them for their dedication to Scott County Schools.

ADJOURNMENT: There being no further business, the board adjourned at 10:20 p.m.

William "Bill" R. Quillen, Jr., Chairman

K.C. Linkous, Clerk

APPENDIX I

SPECIAL EDUCATION ANNUAL PLAN

2016-2017

VI-B FLOW THROUGH GRANT FOR 2016-2017

PRESCHOOL GRANT FOR 2016-2017

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**VIRGINIA DEPARTMENT OF EDUCATION
DIVISION OF SPECIAL EDUCATION AND STUDENT SERVICES**

**Local Special Education Annual Plan/Part B Flow-Through Application and Report
2016-2017**

Division and Contact Information - to be Completed by School Division

Division Applicant Name (Legal Name of Agency)	LEA	Questions regarding this plan should be directed to:	
SCOTT COUNTY PUBLIC SCHOOLS	Number	084	Brenda Peters Robinette
Mailing Address (Street, City or Town, Zip Code)	DUNS	198185951	
340 E. Jackson St., Gate City, VA 24251			
Phone (ext):		(276) 386-6118	21
		Numbers Only	Ext.
Fax:		(276) 386-2684	
		Numbers Only	
Region:	7	E-mail:	brenda.robinette@scottschools.com

SUPERINTENDENT'S CERTIFICATION

For the purpose of implementing the provisions of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), I certify that throughout the period of the 2016-2017 grant award, this School Division will comply with the requirements outlined in each of the following:

- (1) Part B of IDEA, including the eligibility requirements of Section 613;
- (2) The IDEA federal implementing regulations, dated October 13, 2006, and revised April 9, 2007, and December 31, 2008, at 34 C.F.R. Part 300 et seq.; and
- (3) Virginia's "Regulations Governing Special Education Programs for Children with Disabilities in Virginia," at 8 VAC 20-81 et seq., effective January 25, 2010, and any revisions.

I certify that this school division has developed local policies and procedures for the provision of special education and related services, which are kept current, and which ensure compliance with the requirements of, and any revisions to the IDEA, its federal implementing regulations, and the Virginia Board of Education's regulations.

I certify that all students, including those who may be placed in regional programs by this agency, are afforded all assurances as delineated in this document.

Finally, I certify that this Annual Plan/Flow-Through Application for Part B Funds under the provisions of IDEA, was approved by the School Board on May 3, 2016 Date

Date

Division Superintendent (Signature)

Typed Name

ANNUAL PLAN/PART B FLOW-THROUGH APPLICATION POLICY STATEMENTS
(continued on next page)

This LEA assures that it has in effect policies, procedures, and programs which have been established and administered to comply with the IDEA, and its federal implementing regulations, including 34 CFR §§ 300.201-300.213, and which are consistent with the policies and procedures that VDOE has established in accordance with IDEA, and its federal implementing regulations, including 34 CFR §§ 300.101-300.163, and 300.165-300.174, to ensure each of the following:

- A free appropriate public education will be available for each child with disabilities, ages two to 21, inclusive.
- All children, ages two to 21, inclusive, residing in the LEA who have disabilities and need special education and related services, who have not been parentally-placed in a private or home school, are identified, located, evaluated, and placed in an appropriate educational program.
- An individualized education program (IEP) will be maintained for each child with a disability, as required.
- To the maximum extent appropriate, children with disabilities will be educated with children who are nondisabled in the Least Restrictive Environment.
- Children with disabilities and their parents or guardians are guaranteed procedural safeguards in the process of identification, evaluation, educational placement, or the provision of a free appropriate public education, including the right to access dispute resolution options.
- Surrogate parents will be appointed, when appropriate, to act as advocates to serve the education interest of children, ages two to 21, inclusive, who are suspected of being or are determined to be disabled.
- Testing and evaluative materials used for the purpose of classifying and placing children with disabilities are selected and administered so as not to be racially or culturally discriminatory.
- The confidentiality of personally identifiable information, that is collected, maintained, or used under IDEA, shall be protected.
- Children with disabilities, who are participating in Part C early intervention programs, and who will be participating in Part B preschool programs, will experience a smooth and effective transition between the programs.
- All children, ages two to 21, inclusive, who have disabilities and need special education and related services, and who are parentally-placed in a private school or home school, that is located within the geographic boundaries of the LEA, are identified, located, evaluated and provided services, in accordance with the results of a timely and meaningful consultation process.
- Homeless children with disabilities will be served in accordance with the requirements of the McKinney-Vento Homeless Assistance Act.
- Special education and related service personnel, including paraprofessionals, are appropriately and adequately prepared and trained, and measurable steps will be taken to recruit, hire, train, and retain highly qualified personnel to provide special education and related services to children with disabilities.
- Valid and reliable data is submitted to the VDOE, as requested, including data regarding the performance goals and indicators established by the VDOE to determine the progress of children with disabilities, and the performance of the LEA toward targets outlined in Virginia's State Performance Plan.
- Policies and procedures will be in effect that are designed to prevent the inappropriate overidentification, underidentification, or disproportionate representation by race and ethnicity of children as children with disabilities, including children with disabilities with a particular impairment.

ANNUAL PLAN/FLOW-THROUGH APPLICATION POLICY STATEMENTS
(continued on next page)

- Children with disabilities are not required to obtain prescription medication as a condition of attending school, receiving an evaluation, or receiving special education and related services.
- Children with disabilities are given the right to participate in the state assessment system.
- There will be ongoing parent consultation.
- Funding will be used to develop and implement coordinated early intervening educational services, as required.
- Children with disabilities who attend charter schools are provided services in the same manner as other children with disabilities who attend public schools.
- Instructional materials will be provided to children with a visual impairment or other print disabilities in a timely manner.
- Efforts will be made to cooperate with the United States Department of Education (USED) to ensure the linkage of records pertaining to migratory children with disabilities.
- All documents relating to the LEA's eligibility under IDEA will be made available to the public.

SUBMISSION STATEMENT (continued on next page)

Under the provisions of the Individuals with Disabilities Education Improvement Act of 2004 (IDEA), and its federal implementing regulations, at 34 C.F.R. Part 300 et seq., a local educational agency, that desires to receive funds under the Act, must provide the following assurances:

1. The local educational agency shall be responsible for (1) the control of funds provided under Part B of the Act; (2) title to property acquired with those funds; and (3) the local educational agency will administer such funds and property.
2. The local educational agency shall maintain records that show that where Part B funds are used to supplement existing services or to provide additional services to meet special needs, those services shall be at least comparable to services provided to other children with disabilities in the local educational agency with state and local funds.
3. The local educational agency application and all pertinent documents related to such application, including all evaluations and reports relative to the application, shall be made available for public inspection.
4. The local educational agency shall maintain records showing that Part B funds are used to supplement and, to the extent practicable, increase the level of state and local funds expended for the education of children with disabilities. Part B funds shall, in no case, be used to supplant local and state funds.
5. The funds provided under Part B of the Act shall be used to employ only those professional personnel who meet appropriate State standards. In addition, all other professional personnel employed, such as therapists, etc., shall be properly licensed.
6. The Virginia Department of Education assumes rights to all materials and/or products developed in this project, including equipment purchased with Part B funds.
7. No person shall, on the grounds of race, color, national origin, sex, disabling condition or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant received financial assistance under the provisions of the Act.
8. The local educational agency shall provide students enrolled in private schools an opportunity to participate in programs funded through Part B of IDEA.
9. The local educational agency will ensure that projects involving construction, are consistent with overall State plans for the construction of school facilities. In developing plans for construction, due consideration will be given to excellence of architecture and design and to compliance with standards prescribed under Section 504 of the Rehabilitation Act of 1973 and subsequent amendments in order to ensure that facilities constructed with the use of Federal funds are accessible to, and usable by, individuals with disabilities.
10. The local educational agency has adopted effective procedures for acquiring and disseminating to teachers and administrators participating in Part B programs significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.
11. The local educational agency will ensure that none of the funds expended under Part B programs will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
12. Except when used to provide coordinated early intervening services, the local educational agency will ensure that funds expended under Part B of IDEA will only be used for the costs which are directly attributable to the education of children with disabilities, and which exceed the average annual per student expenditure during the preceding year as computed in accordance with 34 C.F.R. § 300.202, Appendix A of the IDEA federal implementing regulations, and as documented using the new Web-based application.

SUBMISSION STATEMENT (continued from previous page)

13. The local educational agency will ensure that funds expended under Part B of IDEA will not be used to reduce the level of expenditures made from local funds below the amount expended for the education of children with disabilities from state or local funds during the preceding fiscal year, in accordance with 34 C.F.R. §§ 300.203 to 300.205 of the IDEA federal implementing regulations, and as documented using the new Web-based application.
14. The school division will ensure that, in accordance with 34 C.F.R. § 300.133, and Appendix B of the IDEA federal implementing regulations, during the grant award period, a proportionate share of the school division's Section 611 subgrant will be set aside to be expended for children with disabilities, ages 3 through 21, who are parentally-placed in a private school within the school division, and a proportionate share of its Section 619 subgrant will be set aside to be expended for children with disabilities, ages 3 through 5, who are parentally-placed in a private school within the school division. This school division further assures that if it has not expended for equitable services all of its set-aside funds by the end of the fiscal year for which it was appropriated, the school division will obligate any remaining funds for one additional year to provide special education and related services to children with disabilities who are parentally placed in a private school within the school division. Actual proportionate set-aside amounts will be submitted using the new Web-based application.
15. The local educational agency shall maintain records demonstrating compliance with the provisions of IDEA and its federal implementing regulations, including each of the assurances outlined above, and afford the Virginia Department of Education access to those records that it may find necessary to ensure the correctness and verification of the information required under this Act.
16. The local educational agency certifies this application as a material representation of its compliance with the following provisions of Education Department General Administrative Regulations (EDGAR), as applicable: 34 CFR Part 82 § 82.110—New Restrictions on Lobbying; 34 CFR Part 85 § 85.105 and § 85.110—Governmentwide Debarment and Suspension (Nonprocurement); and 34 CFR Part 84 §§ 84.200 through 84.230, and 84.300 – “Governmentwide Requirements for Drug-Free Workplace” (Grants).

**IDENTIFICATION OF BARRIERS AND DESCRIPTIONS OF
STEPS TO OVERCOME THEM IN ACCORDANCE
WITH PROVISIONS IN SECTION 427 OF
THE GENERAL EDUCATION PROVISIONS ACT**

Applicants for federal assistance are required under Section 427 of Title II, the General Education Provisions Act (GEPA), enacted as a part of the *No Child Left Behind Act of 2001* amendments to the *Elementary and Secondary Education Act of 1965*, to address equity concerns that may affect full participation of potential program beneficiaries (teachers, students or parents) in designing their federally-assisted projects. Section 427 requires identification of barriers to full participation, if any, and a description of steps taken, or that will be taken to overcome them. The legislation highlights six characteristics that describe broad categories of persons or groups that may more frequently encounter barriers to participation. The characteristics are: Gender, Race, National Origin, Color, Disability, and Age.

Choose One:

☒

Division has no barriers

☐

Division has barriers (Please provide explanation in the space provided)

**OTHER
FACTORS
THAT MIGHT
LIMIT
PARTICIPATION**

2016-2017 SPECIAL EDUCATION IN LOCAL AND REGIONAL JAILS

Each local school division with a regional or local jail in its jurisdiction shall establish an interagency agreement with the sheriff or jail administrator responsible for the operation of the jail. The interagency agreement shall address staffing and security issues associated with the provision of special education and related services in the jail. It is suggested that you review your agreement annually.

Interagency Agreement

Name of Local or Regional Jail:
Southwest Virginia Regional Jail

1. Is there a local or regional jail located within the geographic boundaries of your school division?

Yes

Please complete question 2

2. Has the interagency agreement between your school division and the jail been revised since the submission of your most recent annual plan?

Yes

**Submit your revised Interagency Agreement with the 2016-2017 annual plan,
via the SSWS drop box, to Ellen Harrison.**

Instructions for Using drop box

**REPORT ON IMPLEMENTATION
OF THE 2014-2015 ANNUAL PLAN**

Submit a report indicating the extent to which the annual plan for the 2014-2015 school year has been implemented (*Code of Virginia*, Section 22.1-215). (Maximum capacity of each text box is 975 characters.)

\$763,557.27 was spent for the salaries for the following full-time positions: 4 life skills teachers and 13 resource teachers.

\$3,940.00 was spent on contracted services to include: auditory evaluations, counseling, and staff development training. \$454.69 was used for travel expenses and \$11,024.04 was utilized for materials and supplies.

Maintenance of Effort

The Virginia Department of Education (VDOE) is required by federal regulation to ensure all school divisions in Virginia comply with §300.203 of the Individuals with Disabilities Education Act (IDEA), which mandates that school divisions meet a maintenance of effort (MOE) obligation. This regulation requires school divisions to spend at least the same amount from at least one of the following sources: (i) local funds; (ii) state plus local funds; (iii) local per capita; or (iv) state plus local per capita for a current school year on the delivery of special education and related services, as were spent for the most recent fiscal year (i.e.g, 2014 - 2015) for which the information is available, subject to the Subsequent Years rule.

34 CFR §300.203(a) requires that in order for an LEA to be eligible for an IDEA Part B subgrant for the upcoming fiscal year, the LEA must budget, in each subsequent year, at least the same amount that it actually spent for the education of children with disabilities in the most recent fiscal year for which information is available, subject to the Subsequent Years rule. When establishing eligibility, an LEA is **not** required to use the same method it used to meet compliance standard in the most recent fiscal year for which the information is available. An LEA can change methods to establish eligibility from one year to the next, as long as the division uses the same method for calculating the amount it spent in the comparison year for which it is establishing eligibility.

Provide the total local and the total state plus local expenditure budget and per capita amount for the school division's total special education program for the years designated below. The projected/estimated expenditure budget amounts provided must be reviewed and confirmed by the division's fiscal's office.

Local		Local plus State	
	School Year 2016-2017 (estimated/projected)		School Year 2016-2017 (estimated/projected)
Dollar \$	<input type="text" value="2,950,728.00"/>	Dollar \$	<input type="text" value="7,217,657.00"/>
	School Year 2016-2017 (estimated/projected)		School Year 2016-2017 (estimated/projected)
Per Capita	<input type="text" value="4,861.00"/>	Per Capita	<input type="text" value="11,890.00"/>

If an LEA determines that the budget above did not meet the eligibility standard in any of the four methods for which the information is available, an LEA is allowed to consider Exceptions under §300.204 and Adjustments to MOE under §300.205 to the extent the information is available. These exceptions and adjustments must also be taken in the intervening year (i.e., SY2015-2016) and that the LEA reasonably expect to take these exceptions and adjustments in the year it is budgeting (i.e., SY2016-2017). Please describe which allowable exceptions will be used and provide the corresponding dollar amount. For additional guidance, refer to:

http://www.doe.virginia.gov/special_ed/grants_funding/index.shtml

Funds spent for homebased/homeschool instruction. Funds spent for incarcerated students. Approximately \$3,550.00

NOTE: The Dec. 1, 2015 Child Count totals should be used to compute the per capita amounts. The Child Count should be adjusted to exclude students funded through CSA. The Division must budget the same or higher amounts to meet the MOE eligibility requirements using either dollar or per capita amounts.

2016-2017 SPECIAL EDUCATION CEIS AND PROPORTIONATE SET ASIDE

Each local school division shall ensure Coordinated Early Intervening Services and Proportionate Set-aside requirements have been addressed.

Is your school division required to set aside 15% or voluntarily setting aside Part B funds for Coordinated Early Intervening Services?

Enter Yes or No

NO

If yes, provide narrative of how funds will be used. An information packet requesting additional information will be sent at a later time

Is your school division required to set aside funds for parentally-placed students in private schools or students identified during child find?

Enter Yes or No

YES

If no, explain why the division is not required and if yes, explain how funds will be used. The actual budget will be determined when the division submits its data in the Proportionate Set-Aside (speced-PSA) application.

Funds will be spent for speech services for one student.

EXPENDITURE ACCOUNTS	OBJECT CODE	Section 611		Section 619	
		(D) CEIS	(E) Proportionate Set-Aside	(D) CEIS	(E) Proportionate Set-Aside
Personal Services	1000		1,277.69		
Employee Benefits	2000				
Purchased Services	3000				
Internal Services	4000				
Other Services	5000				
Materials / Supplies	6000				
Capital Outlay	8000				
TOTAL PROPOSED BUDGET		0.00	1,277.69	0.00	0.00

For additional instructions for completing this section of the Annual Plan/Part B Flow-Through Application, please review Section F of the "LEA Instructions" tab.

**VIRGINIA DEPARTMENT OF EDUCATION
PART B, SECTION 611 (Flow-Through Funds)
GRANT PERIOD: JULY 1, 2016 – SEPTEMBER 30, 2018
*Joint Applications Only!***

For joint applications, please select the Fiscal Agent below, and provide the requested contact information.

If this is not a joint application move directly to the next section below.

Fiscal Agent:

LEA Code:

Joint Application Project

Director:

Mailing Address of Project

Director:

Phone:

E-mail:

If this is a joint application and allocations are to be combined into a single award issued to the fiscal agent designated above, list participating LEAs and the amounts to be combined into a single award. Note: All participating agencies must still complete the remainder of this tab.

Participating Agency Name	Code Number	Amount Released
Total Amount to be issued to Fiscal Agent:		\$0.00

PROPOSED USE OF PART B, SECTION 611 FUNDS
GRANT PERIOD: JULY 1, 2016 – SEPTEMBER 30, 2018

In narrative format, please provide a description and budget outline of all personnel (i.e., teachers, instructional assistants, administrators, clerical, support personnel, and others) to be supported in whole or in part with IDEA, Part B, Section 611 grant funds (with proposed amounts and FTEs).

\$1,277.69 is budgeted for a private school student with disabilities to receive speech twice a week at the local Christian School. These funds will go toward partial payment for salary of one certified Speech Therapist. \$745,322.31 is budgeted to assist with salaries for 14 elementary special education teachers and 3 high school special education teachers who work full-time. Therefore, the total amount spent to assist with salaries is \$746,600.

In narrative format, please provide a detailed description and budget outline of all additional activities, goods and services to be supported with IDEA, Part B, Section 611 grant funds.

\$2,000 has been budgeted for purchased services to include counseling, auditory evaluations, therapy, or IEE. \$1,500 is budgeted for travel and \$12,000 has been budgeted for instructional materials.

**Virginia Department of Education
SPECIAL EDUCATION FEDERAL PROGRAM
PROPOSED GRANT BUDGET**

Part B, Section 611, Flow-Through Funds (July 1, 2016-September 30, 2018)

Complete column C, by allocating PROPOSED grant funds to object code categories 1000 through 8000. A description of the object code categories is available on the VDOE's Web site. See the instruction tab for the Web address. In determining appropriate assignment of items to object codes, applicants are strongly encouraged to consult with the individual(s) within the LEA who have responsibility for completing the Annual School Report – Financial Section.

List all equipment items costing five thousand dollars (\$5,000) or more and also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc., to be purchased with grant funds, and provide information on proposed out-of-state/country travel to be supported with grant funds.

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) Budget	(D) CEIS	(E) Proportionate Set-aside	(F) Total Budget
Personal Services	1000	745,322.31	0.00	1,277.69	746,600.00
Employee Benefits	2000		0.00	0.00	0.00
Purchased Services	3000	2,000.00	0.00	0.00	2,000.00
Internal Services	4000		0.00	0.00	0.00
Other Services	5000	1,500.00	0.00	0.00	1,500.00
Materials / Supplies	6000	12,000.00	0.00	0.00	12,000.00
Capital Outlay	8000		0.00	0.00	0.00
TOTAL PROPOSED BUDGET		760,822.31	0.00	1,277.69	762,100.00

Proposed Equipment: List items costing \$5,000 or more. Also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc.

12 I-PADS and 6 SMART TVs

Proposed Out-of State/Country Travel (destination, purpose, estimated cost, number of people):

None out-of-state or out-of-country

For additional instructions for completing this section of the Annual Plan/Part B Flow-Through Application, please review Section F of the "LEA Instructions" tab.

**VIRGINIA DEPARTMENT OF EDUCATION
PROPOSAL SUMMARY
PART B, SECTION 619 (EARLY CHILDHOOD SPECIAL EDUCATION GRANT)
GRANT PERIOD: JULY 1, 2016 – SEPTEMBER 30, 2018**

ECSE Contact Person:	Brenda P. Robinette
Title:	Supervisor of Special Education
Mailing Address:	340 E. Jackson St., Gate City, VA 24251
Phone:	276-386-6118 Ext. 21
E-mail:	brenda.robinette@scottschools.com

Joint Applications Only!

For joint applications, please select the Fiscal Agent below, and provide the requested contact information.

If this is not a joint application move directly to the next section below.

Fiscal Agent:		LEA Code:
Joint Application Project		
Director:		
Mailing Address of Project		
Director:		
Phone:		
E-mail:		

If this is a joint application and allocations are to be combined into a single award issued to the fiscal agent designated above, list participating LEAs and the amounts to be combined into a single award. Note: All participating agencies must still complete the remainder of this tab.

Participating Agency Name	Code Number	Amount Released
Total Amount to be issued to Fiscal Agent:		\$0.00

PART B, SECTION 619 (EARLY CHILDHOOD SPECIAL EDUCATION GRANT)**GRANT PERIOD: JULY 1, 2016 – SEPTEMBER 30, 2018**

In narrative format, please provide a description and budget outline of all personnel (i.e., teachers, instructional assistants, administrators, clerical, support personnel, and others) to be supported in whole or in part with IDEA, Part B, Section 619 grant funds (with proposed budget amounts and FTEs).

\$27,214 will be spent to assist with the salary for 1 full-time preschool teacher.

In narrative format, please provide a detailed description and budget outline of all additional activities, goods and services to be supported with IDEA, Part B, Section 619 grant funds.

\$3,000 is budgeted for materials and supplies for 3 preschool classrooms.

Virginia Department of Education
PART B, SECTION 619 (EARLY CHILDHOOD SPECIAL EDUCATION GRANT) APPLICATION
PROPOSED GRANT BUDGET

Part B, Section 619, Preschool Funds (July 1, 2016-September 30, 2018)

Complete column C, by allocating PROPOSED grant funds to object code categories 1000 through 8000. A description of the object code categories is available on the VDOE's Web site. See the instruction tab for the Web address. In determining appropriate assignment of items to object codes, applicants are strongly encouraged to consult with the individual(s) within the LEA who have responsibility for completing the Annual School Report – Financial Section.

List all equipment items costing five thousand dollars (\$5,000) or more, and also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc., to be purchased with grant funds, and provide information on proposed out-of-state/country travel to be supported with grant funds.

(A) EXPENDITURE ACCOUNTS	(B) OBJECT CODE	(C) Budget	(D) CEIS	(E) Proportionate Set-aside	(F) Total Budget
Personal Services	1000	27,214.00	0.00	0.00	27,214.00
Employee Benefits	2000		0.00	0.00	0.00
Purchased Services	3000		0.00	0.00	0.00
Internal Services	4000		0.00	0.00	0.00
Other Services	5000		0.00	0.00	0.00
Materials / Supplies	6000	3,000.00	0.00	0.00	3,000.00
Capital Outlay	8000		0.00	0.00	0.00
TOTAL PROPOSED BUDGET		30,214.00	0.00	0.00	30,214.00

Proposed Equipment: List items costing \$5,000 or more. Also list inventory items costing less than \$5,000 that will be tracked, including I-pads, computers, cameras, etc.

4 I-PADS and 2 Smart TVs for two classrooms.

Proposed Out-of State/Country Travel (destination, purpose, estimated cost, number of people):