

## SCOTT COUNTY SCHOOL BOARD

### MINUTES OF REGULAR MEETING, NOVEMBER 5, 2020

The Scott County School Board met for their regular meeting (Electronic Meeting) on Thursday, November 5, 2020 at 6:30 p.m. Pursuant to the approval of Resolution No. 20-001-VSBA Legal and Regulatory Changes to Comply with State Temporary Laws and Regulations and Resolution No. 20-002-Adoption of Procedures of the Locality for Electronic Public Meetings to ensure the continuity of Government during the COVID-19 Pandemic Disaster/adoption of Ordinance 2020-02 of the Board of Supervisors to effectuate temporary changes in certain deadlines and to modify public meetings and public hearing practices and procedures to address continuity of operations associated with the Pandemic Disaster. This will outline the business to be discussed on the agenda with the following members present via teleconference and three members present in office (340 E. Jackson St., Gate City, VA 24251):

David Templeton, Chairman	ABSENT: None
Lon Stephen "Steve" Sallee, Jr., Vice-Chairman	
Linda D. Gillenwater	
Gail L. McConnell	
Robin Hood	
William "Bill" Houseright	

**OTHERS PRESENT:** John I. Ferguson, Division Superintendent; Jason Smith, Assistant Superintendent; Will Sturgill, School Board Attorney; Beverly Stidham, Purchasing Agent/School Board Clerk; Angela Johnson, Head Start Payroll Clerk/School Nutrition Agent/School Board Deputy Clerk; Kelly Houseright, Teacher/Girls Basketball Coach, Gate City High School.

A You Tube Link was available for the public to view this meeting.

**CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE:** Chairman Templeton called the regular meeting to order at 6:30 p.m. of the Scott County School Board and welcomed everyone to the meeting. After doing so, he asked everyone viewing electronically and everyone at the office to observe a moment of silence and then led in citing the *Pledge of Allegiance*.

**APPROVAL OF AGENDA:** On a motion by Mr. Steve Sallee, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the agenda as presented.

**APPROVAL OF OCTOBER 6, 2020 REGULAR MEETING MINUTES:** On a motion by Mr. Steve Sallee, seconded by Mr. Bill Houseright, all members voting aye, the Board voted to approve the minutes of the October 6, 2020 regular meeting as presented.

**APPROVAL OF OCTOBER 22, 2020 SPECIAL CALLED MEETING MINUTES:** On a motion by Ms. Linda Gillenwater, seconded by Mr. Bill Houseright, all members voting aye, the Board voted to approve the minutes of the October 22, 2020 Special called meeting as presented.

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

School operating fund invoices and payroll in the amount of \$795,382.65 as shown by warrants #8131941-8132137 and electronic payroll direct deposit in the amount of \$1,361,262.95 & electronic tax deposits in the amount of \$521,104.43. Cafeteria fund invoices & payroll in the amount of \$189,915.55 as shown by warrants #1019998-1010036; electronic payroll direct deposit for cafeteria in the amount of \$45,404.94; and electronic tax deposits in the amount of \$14,088.28. Head Start invoices totaling \$82,961.60 as shown by warrants #21830-21973.

**PRESENTATIONS:**

Superintendent Ferguson presented Ms. Kelly Houseright, Gate City High School Girls' Basketball Coach with a resolution from the School Board recognizing the Girls' Basketball team on their accomplishment of being the 2A State Girls' Basketball Champions for the 2019-2020 Season. Superintendent Ferguson emphasized that even though the School Board had recognitions for each team member to show their support in a resolution from the Board, his wish was for him and the Board to recognize the team in person at a later date when it was safe to bring them together.

**PUBLIC COMMENT:** There were no public comments made at this meeting.

**SUPERINTENDENT'S REPORT:**

**DISCUSSION/APPROVAL OF HEALTH INSURANCE CONSULTANT/INDEPENDENT BENEFIT CONSULTING-ALAN BAYSE FOR THE CALENDAR YEAR JANUARY 1, 2021-DECEMBER 31, 2023:**

**(APPENDIX A)-** Superintendent Ferguson spoke to the Board about the process that the Health Committee had been through to secure bids and the interview process to seek a health insurance consultant for the School System. The Board reviewed the document of questions that were presented to each potential consultant and the minutes from the insurance committee. With no questions or comments, a motion was asked to accept the Health insurance committee's recommendation for the next three years of Independent Benefit Consulting, Consultant-Mr. Alan Bayse.

On a motion by Mr. Gail McConnell, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the Health Insurance Consultant as recommended by the Health Insurance Committee-Independent Benefit Consulting with Mr. Alan Bayse as the Insurance Consultant for the School System for the calendar years January 1, 2021-December 31, 2023.

**INFORMATIONAL-SCOTT COUNTY, RECIPIENT OF COVID RELIEF MONEY (CRF): (APPENDIX B)-**

Superintendent Ferguson explained to the Board that Scott County has been awarded federal funds for the school division. (CRF) Coronavirus Relief Funds were provided to states under the CARES Act, and a portion is being made available directly to school divisions to help cover costs in preparing for, responding to, and mitigating the impacts of the COVID-19 pandemic. These awards are for the costs incurred related to operating public schools during the first months of the 2020-2021 school year, but can be used for qualifying costs back to March 1, 2020.

**DISCUSSION/APPROVAL OF 2020-2021 INCLEMENT WEATHER PROGRAM: (APPENDIX C) –**

Superintendent Ferguson reviewed with the Board the 2020-2021 Remote Learning information for Inclement weather days in accordance with the Superintendent's Memo #230-20 that was issued on August 28, 2020 which reinforced statutory and regulatory requirements that remain in place for the 2020-2021 school year. School divisions are expected to meet both the length of school term (also known as the 180-day or 990-hour requirement) and core instruction minimums, among other standards. Divisions unable to offer 180 days and 990 hours to each student in the brick-and-mortar setting will be required to submit a length of school term waiver based on flexible waiver criteria, as further defined in the memo, which established an alternative baseline for demonstrating completion

for the 2020-2021 school year. Core instructional requirements could also be met through a combination of in-person and remote instruction.

On a motion by Mr. Gail McConnell, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the 2020-2021 Inclement Weather Program as presented by Superintendent Ferguson.

**APPROVAL OF HEAD START FINANCIAL REPORT FOR SEPTEMBER, 2020: (APPENDIX D) –**

On a motion by Mr. Bill Houseright, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the September 2020 Head Start financial report as presented by Superintendent Ferguson on behalf of Head Start Director, Kathy Wilcox.

**APPROVAL OF EARLY HEAD START FINANCIAL REPORT FOR SEPTEMBER, 2020: (APPENDIX E) –**

On a motion by Mr. Bill Houseright, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the September 2020 Early Head Start financial report as presented by Superintendent Ferguson on behalf of Head Start Director, Kathy Wilcox.

Superintendent Ferguson presented the October 2020 Head Start Director's Report on behalf of Head Start Director, Kathy Wilcox. With no comments or questions, then next agenda item was presented.

**CLOSED MEETING:** Mr. Gail McConnell made a motion to enter into closed meeting at 7:00 p.m. to discuss Head Start personnel, Teachers, Coaches, Secretaries, Custodians, and Bus drivers as provided in Section 2.2-3711 of the Code of Virginia, as amended, the motion was seconded by Mr. Steve Sallee, all members voting aye.

**RETURN FROM CLOSED MEETING:** All members returned from the closed meeting at 7:32 p.m. with a roll call vote being held, and on a motion by Mr. Gail McConnell, seconded by Mr. Steve Sallee, the Board returned to regular session and Mr. Gail McConnell cited the following certification of the closed meeting.

**CERTIFICATION OF CLOSED MEETING:**

*WHEREAS*, the Scott County School Board has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Freedom of the 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: David Templeton, Steve Sallee, Linda Gillenwater, Gail McConnell, Bill Houseright, and Robin Hood.

NAYS: None.

ABSENT DURING THE MEETING: None.

**ITEMS BY ASSISTANT SUPERINTENDENT JASON SMITH:**

**PERSONNEL:**

**RESIGNATIONS:**

On a motion by Mr. Steve Sallee, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to accept the resignation request of Zach Dorton, bus driver, effective October 13, 2020.

On a motion by Mr. Steve Sallee, seconded by Mr. Robin Hood, all members voting aye, the Board voted to accept the resignation request of Zach Dorton, custodian, effective October 12, 2020.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to accept the resignation request of Ashley Kincer, theatre coach, Rye Cove High School, effective October 29, 2020.

On a motion by Mr. Steve Sallee, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to accept the resignation request of Julie Bowen-Dunworth, teacher, effective November 13, 2020.

**EMPLOYMENT:**

On a motion by Mr. Gail McConnell, seconded by Mr. Bill Houseright, all members voting aye, the Board voted to approve the employment of Kala Ball, teacher, effective October 1, 2020.

On a motion by Mr. Robin Hood, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the employment of Traci Smith, Rye Cove High School, Middle School Volleyball Coach, effective October 29, 2020.

On a motion by Mr. Gail McConnell, seconded by Mr. Robin Hood, all members voting aye, the Board voted to approve the employment of Reagan Kerns, Rye Cove High School, Middle School Volleyball Coach, effective October 29, 2020.

On a motion by Mr. Robin Hood, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the employment of Silk Carter, theatre coach, Rye Cove High School, effective, October 29, 2020.

On a motion by Mr. Steve Sallee, seconded by Bill Houseright, all members voting aye, the Board voted to approve the employment of Sara Kilgore, non-stipend Girls' basketball coach, Gate City High School, effective, November 5, 2020.

On a motion by Mr. Steve Sallee, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the employment of JR Barnes, full-stipend Girls' assistant basketball coach, Gate City High School, November 5, 2020.

**RETIREMENT:**

On a motion by Mr. Bill Houseright, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to accept the retirement request of Ms. Sherry Bridwell, administrative assistant, effective January 1, 2021.

**SUBSTITUTE TEACHERS:**

On a motion by Mr. Steve Sallee, seconded by Mr. Robin Hood, all members voting aye, the Board voted to approve the substitute teacher list as presented by Mr. Jason Smith.

**BOARD MEMBER COMMENTS:**

Mr. Bill Houseright encouraged everyone to keep hanging in there especially with the Virtual learning as we go forward and stated that he hopes we can get everyone back in school as soon as possible.

Ms. Linda Gillenwater wished Ms. Sherry Bridwell well on her retirement and stated that she too wished for all students to be back onsite learning as quickly as possible.

Mr. Robin Hood congratulated the Gate City High School Girls Basketball Team and Coach Kelly Houseright on their accomplishment of being the 2A State Girls' Champions.

Chairman David Templeton wished Ms. Bridwell well in her retirement. He stated that everyone is learning from this experience that the Pandemic has caused and the Board and everyone will keep doing the best we can.

**ADJOURNMENT:** There being no further business to discuss, the regular meeting of the Scott County School Board was adjourned at 7:40 p.m.



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David Templeton, Chairman



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Beverly Stidham, Clerk of the Board

**APPENDIX FOR NOVEMBER 5, 2020 REGULAR MEETING MINUTES:**

- A.** Discussion/Approval of Health Insurance Consultant
- B.** Informational-Scott Co., Recipient of COVID Relief Money (CRF)
- C.** Discussion/Approval of 2020-2021 Inclement Weather Program
- D.** Approval of September 2020 Head Start Financial Report
- E.** Approval of September 2020 Early Head Start Financial Report

## Health Insurance Virtual Meeting

10-23-2020

The meeting was called to order by chairperson, Anthony Shipley at 2:30pm. Angie Vermillion called role of members that were present: Anthony Shipley, April Carter, Brent Roberts, Christy Head, Hope Hensley, Jennifer Jayne, Jenny Houseright, Joel Jenkins, Milly Leighton, Samantha Gilmer, Scot Fleming, Tiffany Scott, Tina Cole. Members that were absent: Jeff Hass, Melissa Williams, and Kari White.

Mr. Ferguson, Carla Carter and Angie Vermillion were also attending the meeting.

Anthony Shipley summarized that the committee had interviewed three health insurance companies over the last three days. Innovative Group, Mark III, and Independent Benefit Consulting. Each of those interviewed were asked the same questions which was compiled by the committee members. Anthony opened the floor to the committee for any additional discussion as needed to occur. No discussion was made.

Joel Jenkins made a motion to recommend Independent Benefit Consulting, Mr. Alan Bayse as Health Insurance Consultant beginning January 1, 2021. Brent Roberts seconded the motion. No further discussion occurred regarding the motion. A unanimous vote of 13-0 was among the committee members.

Scot Fleming made motion to adjourn the meeting at 2:42pm. The motion was seconded by Milly Leighton. All committee members were in favor.

Appendix Attached: Interview Questions

## Appendix A

1. What experience do you have working with self-funded insurance entities? How many of those entities are school systems?
2. What has been your longest-term client and what is unique about the relationship? Who has been your most difficult client and why?
3. How do you stay current on what is happening in the healthcare industry from a national perspective to locally?
4. How many self-funded plans of similar size to Scott County have a TPA?
5. How will you help us improve the lives of our people? Beyond an affordable insurance plan.
6. What are some examples of cost-saving initiatives you have proposed to existing clients without largely increasing employee premiums?
7. What is your advice for saving money on prescription drug costs?
8. What steps can we take to keep the "PBM Gap" from getting out of control and have transparency with the cost of the prescription drugs from drug company to us?
9. How should we educate employees about lowering their medical costs?
10. What can we do to lower costs when elective surgeries and other procedures begin to increase?
11. Do you assist with the completing and financing the GASB report and 1095s?
12. What is your consulting fee?





SCOTT COUNTY PUBLIC SCHOOLS  
RESPONSE TO RFP FOR  
HEALTH INSURANCE CONSULTANT PROPOSAL

Alan Bayse, RHU, CBC, MSA  
Independent Benefit Consulting, LLC

 Health Rosetta  
Associate Advisor

 **IBC**  
Challenging The Status Quo in Healthcare

[IBCONSULTINGLLC.COM](http://IBCONSULTINGLLC.COM)

# **RESPONSE TO HEALTH INSURANCE CONSULTANT RFP SCOTT COUNTY PUBLIC SCHOOLS**

## ***BRIEF HISTORY OF INDEPENDENT BENEFIT CONSULTING, LLC (IBC)***

IBC is a young company with very deep roots. Our president, Mr. Alan Bayse spent five years with Blue Cross Blue Shield, four years with Corporate Benefit Consulting as a Vice President and twenty-two years as President of Bayse & Company before selling the business in 2013. He remained with the purchaser for a year before deciding the healthcare system was broken with huge bloated prices and decreasing quality of service.

He sought out people that were experiencing the same feelings but were doing something about it: people who seemed to have found a fresh new approach like Dave Chase ("The CEO's Guide to Restoring the American Dream"), Tom Emrick, Al Lewis ("Cracking Healthcare Costs") and Marty Makary, M.D. at Johns Hopkins ("The Price We Pay") plus many more individuals with fresh new "best-practice" approaches to healthcare.

His spirit and excitement were renewed. He returned to the healthcare arena in 2016, initiating the paperwork and in 2017, he began Independent Benefit Consulting. It was an approach that was limited to groups of over 100 employees with the intent to spend more personal direct time with groups, sharing with them proven results and blueprints for lowering costs while improving benefits. It was never meant to be a large cumbersome agency or consulting firm chasing the dollar, but one that is limited to the type of clients that want to better the life of their employees as well as improve the bottom line. It is not about being big, but it is about utilizing the latest in proven "best practices" while doing what is best for the client.

**RESPONSE TO HEALTH INSURANCE CONSULTANT RFP  
SCOTT COUNTY PUBLIC SCHOOLS**

**RESUME INFORMATION**

***Alan Bayse, RHU, CBC, MSA***

***Benefits Experience: 40 years***

- Degree in Business management – Radford University with additional course work at Virginia Tech
- Served in U.S. Army 1970-73, Defense Intelligence Agency
- Completed Employee Benefits Courses through the Wharton School of Business, University of Pennsylvania and American University
- Licensed Life, Health and Annuity Consultant, State of Virginia
- Registered Health Underwriter
- Chartered Benefit Consultant (National Association of Alternative Benefit Consultants)
- Board Member-Citizens Coalition for Responsible Healthcare, Inc.
- Member of the Self-Funding Academy
- Certified Long Term Care Consultant (CLTC)
- President of Bayse & Company, 1991-2013
- Former Vice President of Corporate Benefit Consultants
- Member, Health Rosetta

***Quotes & Publications:***

- Quoted in *Wall Street Journal* – “Nonprofit Hospitals Flex Pricing Power” Thursday August 28, 2008
- Quoted “MedCost” Blog (2015)
- *Virginia Business*
- *The Roanoker*
- *The Roanoke Times*
- *The Self-Insurer* (2016)
- White Paper Presentation for “REVOLV” / Dental Administration (2015)

# **RESPONSE TO HEALTH INSURANCE CONSULTANT RFP SCOTT COUNTY PUBLIC SCHOOLS**

## ***Jill Winston***

- *Licensed Life & Health Agent, State of Virginia*
- *Bachelor's degree from James Madison University*
- *Master's degree from Virginia Tech*
- *Former Service Representative for Nationwide Insurance, McDonough Caperton Insurance Group and Employee Benefit Designs*
- *Client Services Manager for Bayse & Company, 1992-2013*
- *Completed employee benefit courses through Wharton School of Business, University of Pennsylvania*

## ***Leah Helbling***

- *Licensed Health, Life and Annuities Agent (VA)*
- *Holds numerous certifications pertaining to HIPAA, FMLA and other compliance services*
- *Extensive experience in customer service, claims, compliance, billing reconciliation, HR support, technology management and coordination of open enrollments*
- *Works with a team of skilled employees that specialize in employee communication and enrollment while utilizing and maintaining the employer's technology platform*

**RESPONSE TO HEALTH INSURANCE CONSULTANT RFP  
SCOTT COUNTY PUBLIC SCHOOLS**

**CURRENT VIRGINIA CLIENTS**

**Dickenson County Public Schools**

309 Volunteer Avenue

Clintwood, Virginia 24228

Larry Barton, Director of Business & Finance

276-926-4643

**Scott County Public Schools**

340 East Jackson Street

Chase City, Virginia 24251

Carla Carter / Angie Vermillion

276-386-6118

**CLIENTS SOLD AND MANAGED BY MR. BAYSE  
WHILE WITH BAYSE & COMPANY**

**Grayson County**

129 Davis Street

P.O. Box 217

Independence, Va. 24348

Mitch Smith, Deputy County Administrator

276-773-2471

Note: Mr. Bayse served as a consultant for this account and during that time period the County Administrator, Mr. Jonathan Sweet, was named County Administrator of the Year. Mr. Sweet is now the County Administrator for Pulaski County, and you may contact him at 540-980-7705.

**County of Botetourt**

5 West Main Street

Suite 200

Fincastle, Virginia 24090

Contact: David Moorman, Deputy County Administrator 540-473-8233



**COMMONWEALTH OF  
VIRGINIA  
BUREAU OF INSURANCE**

**SCOTT A. WHITE  
COMMISSIONER OF INSURANCE  
STATE CORPORATION  
COMMISSION  
BUREAU OF INSURANCE  
P.O. BOX 1157  
RICHMOND, VIRGINIA 23212  
TELEPHONE (804) 371-9631  
WWW.SCC.VIRGINIA.GOV/BOI**

Licensees shall report to the Bureau within 30 days any change in residence at [www.scc.virginia.gov/boi/online.aspx](http://www.scc.virginia.gov/boi/online.aspx)

A producer licensee is entitled to be appointed as an agent to transact the business of insurance on behalf of Virginia licensed insurers pursuant to Title 38.2 of the Code of Virginia.

This license is perpetual and is in effect from its issue date unless surrendered, terminated, suspended, revoked or an expiration date is noted.

Nonresidents only: This license is limited to the authority granted by the licensee's home state.

## **Consultant Life & Health Consultant**

**INDEPENDENT BENEFIT CONSULTING, LLC  
522 GRANDVIEW DR  
TROUTVILLE, VA 24175-6230**

**is authorized to transact business as described above**

License No: 143143

Issue Date: 02-02-2018

Expiration Date: 05-01-2021

Generated by Sircon 220540964

**COMMONWEALTH OF VIRGINIA  
BUREAU OF INSURANCE  
THIS IS TO CERTIFY THAT**



**INDEPENDENT BENEFIT  
CONSULTING, LLC  
522 GRANDVIEW DR, TROUTVILLE, VA 24175-6230**

**LICENSE NUMBER: 143143**

**IS HEREBY AUTHORIZED TO TRANSACT BUSINESS  
IN ACCORDANCE TO THE LICENSE DESCRIPTION  
SHOWN BELOW:**

**Consultant  
Life & Health Consultant**

Issue Date: 02-02-2018

Expiration Date: 05-01-2021

Generated by Sircon 220540964



**COMMONWEALTH OF  
VIRGINIA  
BUREAU OF INSURANCE**

**SCOTT A. WHITE  
COMMISSIONER OF INSURANCE  
STATE CORPORATION  
COMMISSION  
BUREAU OF INSURANCE**

P.O. Box 125  
RICHMOND, VIRGINIA 23219  
TELEPHONE (804) 371-9631

[WWW.SCC.VIRGINIA.GOV/BOI](http://WWW.SCC.VIRGINIA.GOV/BOI)

Licensees shall report to the Bureau within 30 days any change in residence at [www.scc.virginia.gov/boi/online.aspx](http://www.scc.virginia.gov/boi/online.aspx)

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Nonresidents only: This license is limited to the authority granted by the licensee's home state.

## **Consultant**

**Life & Health Consultant**

**ALAN MORRELL BAYSE**

**INDEPENDENT BENEFIT CONSULTING, LLC**

**522 GRANDVIEW DR**

**TROUTVILLE, VA 24175-6230**

**is authorized to transact business as described above**

License No: 574441

Issue Date: 08-23-1995

Expiration Date: 08-31-2022

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**COMMONWEALTH OF VIRGINIA  
BUREAU OF INSURANCE  
THIS IS TO CERTIFY THAT**



**ALAN MORRELL BAYSE  
INDEPENDENT BENEFIT CONSULTING, LLC, 522  
GRANDVIEW DR, TROUTVILLE, VA 24175-6230**

**LICENSE NUMBER: 574441**

**IS HEREBY AUTHORIZED TO TRANSACT BUSINESS  
IN ACCORDANCE TO THE LICENSE DESCRIPTION  
SHOWN BELOW:**

**Consultant  
Life & Health Consultant**

Issue Date: 08-23-1995

Expiration Date: 08-31-2022

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# **RESPONSE TO HEALTH INSURANCE CONSULTANT RFP SCOTT COUNTY PUBLIC SCHOOLS**

## ***HEALTH INSURANCE CONSULTING SERVICES***

The following health insurance consulting services will be provided to Scott County Public Schools on an as needed basis:

- A) Evaluation of the current benefit plan, to include benefit breakdown and funding evaluation.
- B) Development of a benefit design and funding mechanisms conducive to the needs of the Schools.
- C) Review available networks (HMOs, PPOs, IPAs, PHOs) and plan designs (HSAs, HRAs, multiple other plan options) to determine the feasibility of including such networks and plan designs into the healthcare program.
- D) Development of special contractual agreements with providers (hospitals, physicians, substance abuse facilities and psychiatric facilities) as needed.
- E) Assist in securing discounts and development of a prescription drug program.
- F) Provide negotiated discounts with local hospitals and substance abuse facilities.
- G) Coordinate wellness programs to meet the current needs of participants, thereby providing future cost savings which result in a healthier group.
- H) Provide and participate in educational, informative and enrollment meetings as needed.
- I) Provide service throughout the year, including assistance in providing information and policies on regulation such as COBRA, Family & Medical Leave Act, and government legislation.
- J) Negotiate with current carriers and providers concerning services and rates.
- K) When necessary, development of a Request for Proposal (RFP) and the securing of competitive quotes. Following receipt of such proposals, they will be evaluated and presented to the School System in a comparison form and recommendations made at the request of the School System.
- L) Secure proposals, evaluate benefits, cost and negotiate competitive costs and programs for life, short term disability, long term disability, dental, vision, and other voluntary products.
- M) Responsible for keeping School System abreast of any new and updated information regarding the Affordable Care Act.
- N) Minimum of six visits per year plus more if needed during a bid year for health carriers.
- O) Maintain a direct line of communication at all times.
- P) Assist in providing financial reporting for postemployment healthcare benefits following the Government Accounting Standards Board (GASB 43 and GASB 45) standards.



**RESPONSE TO HEALTH INSURANCE CONSULTANT RFP  
SCOTT COUNTY PUBLIC SCHOOLS**

**In witness whereof, by execution of the parties below, this Service-Level Agreement will form a part of the Contract.**

**Independent Benefit Consulting, LLC (IBC)**

**Scott County Public Schools**

X

**Name: Alan M. Bayse**

**Title: President**

**Date: 9/22/2020**

X

**Name: \_\_\_\_\_**

**Title: \_\_\_\_\_**

**Date: \_\_\_\_\_**

## ADVISOR COMPENSATION DISCLOSURE FORM

Advisor: ALAN BAYSE Client: SCOTT COUNTY PUBLIC SCHOOLS Period: 1/01/2021 - 2023

**Overview**

A key element of the Health Rosetta's mission is to help benefits purchasers like you build transparent, trusted relationships with the advisors that are critical to an effective benefits purchasing process, particularly in today's world of skyrocketing health care costs and limited ability for employees to bear those costs.

Advisor compensation is a small portion of total spend, but the right advisor can guide the way to dramatically and sustainably improving your plan costs and quality. The wrong ones can actually do more harm than good. As a result, the total amount paid to them shouldn't be the primary focus. Disclosing compensation helps build trust and identify potential conflicts.

High-value, forward-leaning advisors are worth their weight in gold. The strategies they use typically improve your bottom line, reduce your employees' out-of-pocket spend, and improve the quality of care they receive. Think of it this way.

*Would you rather pay 4% to an advisor who reduces total spend by 15% or 20%, or 3% to one who "negotiates" a 15% increase down to 7%? For every 100 employees on an average plan, you'd save \$247,220 in year 1 and \$1.2 million in 5 years (net of the higher compensation).*

Unwillingness to meaningfully and fully disclose all direct and indirect compensation is typically a red flag that an advisor's recommendations and incentives don't align with your interests. Benefits purchasing is full of undisclosed financial and non-financial conflicts that you wouldn't accept elsewhere from other vendors. These make intelligent purchasing decisions difficult.

You can find more resources or contact us at [healthrosetta.org/employers](https://healthrosetta.org/employers) to learn more about improving the cost and quality of your health plan, Health Rosetta Advisors, or how we help benefits purchasers. A special thanks to Eric Krieg at Risk International Benefits Advisory, David Contorno at E Powered Benefits, Josh Jeffries at Arkin Youngentob Associates, Tom Emerick at Edison Health, and Brian Uhlig at Alera Group for helping create this form. Each is a "worth their weight in gold" type.

# Health Rosetta

**About Us:** The Health Rosetta ecosystem's mission is to help public & private employers and unions sustainably reduce health benefits costs and provide better care for the 150 million Americans that access care through their work. We maintain the Health Rosetta, an ever-evolving, open source blueprint for wisely purchasing benefits sourced from the highest-performing benefits purchasers and experts everywhere.

## Overview of Services Provided

Some fees may be estimates and will vary throughout the course of the year. However, they shouldn't vary significantly from estimates unless something significant and unplanned happens.

Service Provided	External Vendor	Cost/Fee for Service	Compensation Type	Total Compensation
Core Consulting Services			FEE	36,500
Pharmacy Consulting Services			INCL	
Actuarial Services <i>WE PAY 1/3 - ACTUARIAL</i>	BRC		INCL	
Compliance Services	VIA BAI + IBC		INCL	
Wellness Consulting			INCL	
Claims Audit			INCL	
Data Analytics and Clinical Services			INCL	
Communications			INCL	
Decision Support Services & Transparency Resources			INCL	
Benefits Administration			INCL	
Shared Savings Comp				

Total Projected Annual Costs				
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**Expected Financial Compensation from External Vendors**

Category	Vendor	Effective Date	Compensation Type	Total Compensation
Medical		1/01/2021	INCL	
Rx	PBM INRACB	1/01/2021	INCL	
Dental	REVOLV	1/01/2021	NONE	
Vision	REVOLV	1/01/2021	NONE	
Stop loss	To be determined	1/01/2021	NONE	
EAP				
FSA	MEDCOST	1/01/2021	NONE	
Group Life	STATE	N/A	NONE	
AD&D	STATE	N/A	NONE	
LT Disability	STATE BAI	1/01/2021	NONE	
ST Disability	STATE BAI	1/01/2021	NONE	
Cancer	BAI	1/01/2021	NONE	
Critical Illness	BAI	1/01/2021	NONE	
Wellness				
Disease Mgmt.	MEDCOST		NONE	

Broker Fee				N/A
Other			SEE PRIOR BENEFITS	FEE 34,500
Total				FEE 34,500

Are any compensation multipliers or other bonuses applicable to the above categories of compensation?

☐ Yes (please describe below) ☒ No

If yes, are they included in the above dollar amounts?

☐ Yes ☐ No

Do you or your firm accept any non-account specific financial compensation from any products, services, or vendors you're recommending, including, but not limited to, contingent or bonus commissions, override or retention bonuses, and back-end commissions.

☐ Yes (please describe below) ☒ No

Do you or your firm have any other financial or non-financial compensation, potential conflicts of interest, or incentives related to products, services, or vendors you're recommending, including, but not limited to, ownership, equity stakes, revenue/profit sharing, GPO/coalition participation, preferred vendor panels, conferences or trips, or personal relationships.

☐ Yes (please describe below) ☒ No

Are there any potential reasons that could result in the above costs of services or compensation to vary more than 10% from the above projections?

☐ Yes (please describe below) ☒ No

Please describe details related to any questions to which you answered yes above, including the specific, expected, or estimated dollar value. Attach additional pages if necessary.

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36,500

SEE ABOVE

none

none

## Client

**I acknowledge that the signed Health Rosetta Advisor has presented and adequately reviewed the above disclosures.**

Alan M. B.

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IBC

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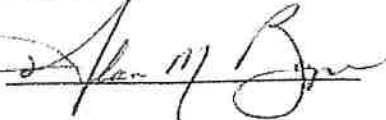
**Title:**

Pres

**Title:**

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**Signed:**



**Signed:**

\_\_\_\_\_

**Date**

9/22/2020

**Date**

\_\_\_\_\_







**COMMONWEALTH of VIRGINIA**  
**Department of Education**

**DATE:** October 9, 2020  
**TO:** Division Superintendents  
**FROM:** James F. Lane, Ed.D., Superintendent of Public Instruction  
**SUBJECT:** **Federal Coronavirus Relief Funds (CRF) Awarded to School Divisions**

This memorandum is to announce \$220.8 million in awards approved by Governor Northam from the federal Coronavirus Relief Fund (CRF) to each school division and other local education agencies. Coronavirus Relief Funds (CRF) were provided to states under the CARES Act, and a portion is being made available directly to school divisions to help cover costs in preparing for, responding to, and mitigating the impacts of the COVID-19 pandemic. These CRF awards are intended for costs incurred related to COVID-19 in reopening and operating public schools during the first months of the 2020-2021 school year, but can be used for qualifying costs back to March 1, 2020.

There is no private school equitable services requirement associated with school division use of CRF, as well no funds supplanting prohibition in spending CRF. Since there is no supplanting restriction, school divisions may want to consider using CRF for qualifying expenses in place of other funding sources initially used for the expense that can then be redirected for other purposes or that have longer spend-down periods, such as CARES Act Elementary and Secondary School Emergency Relief (ESSER) funds. Due to this infusion of federal funding, school divisions should quickly confirm that sufficient appropriation authority exists in the fiscal year (FY) 2021 school division budget that provides authorization to spend the CRF funds received.

The CARES Act requires that the payments from the Coronavirus Relief Fund only be used to cover expenses that:

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or local government entity; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

The CRF may not be used to replace lost local or state revenues for public schools in FY 2021, such as the reduction in state sales tax payments or the removal of other state Direct Aid to Public Education funding from the FY 2021 state budget. The allowable categories of uses for these CFR awards to school divisions are specifically listed later in this memo.

The CRF is provided to states under guidelines issued by the U.S. Department of the Treasury. The latest U.S. Treasury guidelines are available at: Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments; the latest accompanying U.S. Treasury FAQs on the CRF are available at: Coronavirus Relief Fund Frequently Asked Questions. School divisions should thoroughly read and familiarize themselves with the CRF guidance and FAQs and adhere to them in spending CRF. Local auditors may also be another source of compliance information on CRF.

Please note Question 53 from the U.S. Treasury FAQ document which states in part:

*“...as an administrative convenience, [U.S.] Treasury will presume that expenses of up to \$500 per elementary and secondary school student to be eligible expenditures, such that schools do not need to document the specific use of funds up to that amount.”*

While this provision provides flexibility and discretion to school divisions in the use of CRF and on documentation requirements, it does not negate the requirement that CRF be used for costs in preparing for, responding to, and mitigating the impacts of COVID-19 in reopening and operating schools during the first months of the 2020-2021 school year or for qualifying costs retroactive to March 1, 2020. Also, if a school division, in addition to the funds awarded in this memo, also received CRF from the separate allocation the Commonwealth provided earlier to local governments and the total of both sources of CRF received exceeds \$500 per pupil, the school division must document in detail how the funds are used and that documented use may be required to be submitted to the Virginia Department of Education (VDOE) or other entities for review as part of subrecipient monitoring or audits.

The CRF awards provided to school divisions are allocated based on \$175 per pupil for students counted in the VDOE's current projection of September 30, 2020 Fall Membership for each division, for a total of \$220.8 million in funding statewide. The final school division CRF awards are shown in Attachment A. Please note that the school division CRF awards will not be adjusted later for actual September 30, 2020 Fall Membership. School divisions with very small enrollments were awarded a minimum allocation of \$100,000.

After school divisions submit a required assurance certification to VDOE that is signed by the division superintendent (Attachment B) by October 22, 2020, VDOE will proceed to pay 100 percent of the awarded allocations to divisions as soon as possible. It is critical that divisions return the signed certification form to VDOE by the October 22, 2020, deadline so that VDOE may proceed with processing the CRF payments to divisions. Please note that the usual federal Cash Management Improvement Act (CMIA) restrictions on holding federal cash do not apply to the CRF, allowing these funds to be paid to divisions upfront versus on a reimbursement basis.

Under U.S. Treasury guidelines, the CRF is available for COVID-19 related costs incurred through December 30, 2020. In order to minimize the amount of CRF that may go unspent by

divisions and which could be redirected to other uses by the final December 30th expenditure deadline, divisions will be required to submit a second certification to VDOE by November 15th indicating the status of their use of the funds. While VDOE will disburse the full CRF allocation to each division upon receiving the division's initial certification, divisions will be required to submit the second certification by November 15, in which the division superintendent will certify that:

1. All CRF funds are fully spent;
2. All CRF funds are spent or encumbered/obligated and will be fully spent by 12/30/20; or,
3. There is a balance of CRF funds that cannot be spent by division by 12/30/20 and will be returned to VDOE.

For school divisions that indicate funds cannot be spent by the required deadline on the November 15th certification, VDOE will require the division to return all unspent funds as quickly as possible so that the state can repurpose them for other CRF expenses. A specific deadline for the return of any unused funds will be communicated at a later time.

Reasonable capital expenditures may be incurred with CRF if the expense is specifically related to preparing for, responding to, and mitigating the impact of COVID-19 in reopening and operating schools, and was not an item accounted for in the school division budget most recently approved as of March 27, 2020. As is typically the case with federal funds, CRF may not be used for any costs that have been or will be reimbursed or covered with any other source of federal funding.

The CRF awarded to school divisions **must** be spent on the following categories of allowable uses:

- **Testing Supplies** - expenses related to COVID-19 testing kits/testing costs for staff and students.
- **Personal Protective Equipment (PPE)** - general PPE supplies and equipment for staff and students for use in safely returning to and attending school for in-person instruction.
- **Facility Cleaning and Sanitization** - expenses for supplies and equipment needed to clean and sanitize public school facilities, particularly those used for instruction. Includes signage for buildings and grounds providing safety directions.
- **Technology to Support Distance Learning** - includes one-time upgrades to division networks to improve virtual instruction delivery; additional student and staff devices needed to fully implement virtual instruction in the remote environment; refresh/replacement of student/staff computer devices near end of life or damaged to enable effective virtual instruction delivery; purchase of digital instructional content used in virtual instruction; and additional hotspot or MiFi devices enabling internet access for remote instruction.

- **Staffing** - supplemental staffing costs (salaries, wage, benefits) for staff with duties related to COVID-19 response/mitigation for a temporary period, including hazard pay or overtime, or to avoid layoffs or furloughs of staff with duties related to COVID-19 preparation/response/mitigation (e.g., extra teachers or instructional aides needed to maintain social distancing; additional substitute teachers needed to support virtual classes and/or teacher absences, as well as substitutes for absences of support personnel; aides that monitor students during the day; teachers providing virtual instruction due to the pandemic; health services staff addressing COVID-related health needs; extra custodial, bus drivers, school nutrition staff, or other staff on temporary assignment for COVID-related duties). (**Note: general, across-the-board, one-time employee bonuses are not an allowable use of CRF. See Question #29 in the U.S. Treasury FAQ guidance document.**)
- **Capital Facility Upgrades** - includes school building HVAC cleaning, upgrades, and purchases related to COVID-19 mitigation; installation of plexiglass barriers, wall dividers, hot water service, and other building upgrades such as isolation areas to mitigate COVID-19; facility upgrades needed to prepare for in-person instruction. Any capital costs paid with CRF should be reasonable and necessary and tied directly to COVID-19 preparation, response, and mitigation.
- **Pupil Transportation** - includes school bus upgrades and purchases (purchases of additional buses needed due to capacity restrictions/extra route runs for social distancing and not routine bus replacements); also includes additional operating costs for extra bus routes due to capacity restrictions/social distancing. Any capital costs paid with CRF should be reasonable and necessary and tied directly to COVID-19 preparation, response, and mitigation. School buses should not be modified in any manner that would conflict with state or federal bus specification requirements.
- **Emphasize Special Student Populations** - In spending the CRF for the above uses, school divisions should emphasize the use of the funds in schools so that they impact as much as possible English Learner (EL) students, students receiving special education, and young learners in grades PK-3.

The assurance certification form provided in Attachment B must be signed by the division superintendent and submitted to VDOE by **October 22, 2020**. Meeting this deadline is critical for VDOE to begin processing CRF payments to divisions. The division superintendent assures in this form that the school division will spend the CRF only on the allowable uses, by the final December 30, 2020 expenditure deadline, in accordance with the U.S. Treasury guidance on the program and requirements in this memo, among other provisions. The signed certification form should be emailed to VDOE in scanned .pdf format to [CARESGrantapp@doe.virginia.gov](mailto:CARESGrantapp@doe.virginia.gov). School divisions should anticipate additional monitoring and state-level reporting processes from VDOE after the December 30th expenditure deadline.

Please review Attachments C and D that provide terms and conditions information on the CRF funds. The FFATA certification form on executive compensation is also attached (Attachment E) since there are several divisions that have yet to submit this annual certification to VDOE as required.

Thank you for quickly preparing to spend this critical source of federal funding in support of public schools during the COVID-19 pandemic and for your careful stewardship in the use of these one-time federal relief funds. Questions about the division CRF awards should be directed to [CARESgrantapp@doe.virginia.gov](mailto:CARESgrantapp@doe.virginia.gov).

JFL/kcd

**Attachments**

- A. [CARES Act CRF Division Allocation Awards](#) (XLS)
- B. [Division Superintendent's Certification](#) (PDF)
- C. [Additional Required Special Terms and Conditions for Grant Awards or Cooperative Agreements](#) (Word)
- D. [CARES Act CRF Terms of Grant Award](#) (Word)
- E. [FFATA Reporting](#) (Word)

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

<b>DIVISION / LEA NUMBER</b>	<b>SCHOOL DIVISION / LOCAL EDUCATION AGENCY</b>	<b>PROJECTED 9/30/20 FALL MEMBERSHIP</b>	<b>AWARDED CRF ALLOCATION (@\$175 PP IN PROJ. FM)</b>
001	Accomack	4,959.30	\$ 867,878
002	Albemarle	14,231.10	\$ 2,490,443
003	Alleghany	1,802.40	\$ 315,420
004	Amelia	1,618.00	\$ 283,150
005	Amherst	3,994.50	\$ 699,038
006	Appomattox	2,215.20	\$ 387,660
007	Arlington	27,047.10	\$ 4,733,243
008	Augusta	9,875.90	\$ 1,728,283
009	Bath	484.60	\$ 100,000
010	Bedford County	9,247.00	\$ 1,618,225
011	Bland	654.20	\$ 114,485
012	Botetourt	4,536.90	\$ 793,958
013	Brunswick	1,436.10	\$ 251,318
014	Buchanan	2,427.60	\$ 424,830
015	Buckingham	1,988.90	\$ 348,058
016	Campbell	7,578.70	\$ 1,326,273
017	Caroline	4,127.00	\$ 722,225
018	Carroll	3,487.40	\$ 610,295
019	Charles City	557.00	\$ 100,000
020	Charlotte	1,622.20	\$ 283,885
021	Chesterfield	62,446.40	\$ 10,928,120
022	Clarke	1,852.40	\$ 324,170
023	Craig	545.90	\$ 100,000
024	Culpeper	8,462.50	\$ 1,480,938
025	Cumberland	1,189.30	\$ 208,128
026	Dickenson	1,965.00	\$ 343,875
027	Dinwiddie	4,230.50	\$ 740,338
028	Essex	1,256.20	\$ 219,835
029	Fairfax County	181,129.00	\$ 31,697,575

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

030	Fauquier	10,942.00	\$	1,914,850
031	Floyd	1,782.80	\$	311,990
032	Fluvanna	3,406.80	\$	596,190
033	Franklin County	6,499.00	\$	1,137,325
034	Frederick	13,916.00	\$	2,435,300
035	Giles	2,264.80	\$	396,340
036	Gloucester	5,053.30	\$	884,328
037	Goochland	2,518.80	\$	440,790
038	Grayson	1,521.20	\$	266,210
039	Greene	2,905.20	\$	508,410
040	Greensville	1,254.90	\$	219,608
041	Halifax	4,482.30	\$	784,403
042	Hanover	17,018.90	\$	2,978,308
043	Henrico	50,533.70	\$	8,843,398
044	Henry	6,974.80	\$	1,220,590
045	Highland	200.90	\$	100,000
046	Isle of Wight	5,606.40	\$	981,120
047	James City	10,412.40	\$	1,822,170
048	King George	4,442.60	\$	777,455
049	King & Queen	802.20	\$	140,385
050	King William	2,145.10	\$	375,393
051	Lancaster	970.00	\$	169,750
052	Lee	2,928.70	\$	512,523
053	Loudoun	84,938.90	\$	14,864,308
054	Louisa	4,893.00	\$	856,275
055	Lunenburg	1,525.60	\$	266,980
056	Madison	1,621.60	\$	283,780
057	Mathews	960.90	\$	168,158
058	Mecklenburg	3,923.40	\$	686,595
059	Middlesex	1,113.00	\$	194,775
060	Montgomery	9,888.90	\$	1,730,558
062	Nelson	1,509.80	\$	264,215

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

063	New Kent	3,313.90	\$	579,933
065	Northampton	1,389.70	\$	243,198
066	Northumberland	1,183.70	\$	207,148
067	Nottoway	1,860.90	\$	325,658
068	Orange	4,843.30	\$	847,578
069	Page	3,200.90	\$	560,158
070	Patrick	2,435.20	\$	426,160
071	Pittsylvania	8,226.90	\$	1,439,708
072	Powhatan	4,266.00	\$	746,550
073	Prince Edward	1,924.20	\$	336,735
074	Prince George	6,182.60	\$	1,081,955
075	Prince William	90,893.70	\$	15,906,398
077	Pulaski	3,869.10	\$	677,093
078	Rappahannock	732.50	\$	128,188
079	Richmond County	1,221.10	\$	213,693
080	Roanoke County	13,483.60	\$	2,359,630
081	Rockbridge	2,503.00	\$	438,025
082	Rockingham	11,427.80	\$	1,999,865
083	Russell	3,509.50	\$	614,163
084	Scott	3,391.40	\$	593,495
085	Shenandoah	5,730.30	\$	1,002,803
086	Smyth	4,052.40	\$	709,170
087	Southampton	2,590.20	\$	453,285
088	Spotsylvania	23,402.70	\$	4,095,473
089	Stafford	30,026.90	\$	5,254,708
090	Surry	677.90	\$	118,633
091	Sussex	1,030.60	\$	180,355
092	Tazewell	5,385.00	\$	942,375
093	Warren	5,237.70	\$	916,598
094	Washington	6,760.60	\$	1,183,105
095	Westmoreland	1,449.10	\$	253,593
096	Wise	5,238.20	\$	916,685



**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

097	Wythe	3,761.80	\$	658,315
098	York	13,116.80	\$	2,295,440
101	Alexandria	16,101.90	\$	2,817,833
102	Bristol	2,135.40	\$	373,695
103	Buena Vista	781.00	\$	136,675
104	Charlottesville	4,221.00	\$	738,675
106	Colonial Heights	2,791.90	\$	488,583
107	Covington	941.90	\$	164,833
108	Danville	5,454.90	\$	954,608
109	Falls Church	2,589.60	\$	453,180
110	Fredericksburg	3,609.50	\$	631,663
111	Galax	1,285.20	\$	224,910
112	Hampton	19,060.80	\$	3,335,640
113	Harrisonburg	6,412.20	\$	1,122,135
114	Hopewell	3,885.30	\$	679,928
115	Lynchburg	7,757.90	\$	1,357,633
116	Martinsville	1,748.60	\$	306,005
117	Newport News	27,082.30	\$	4,739,403
118	Norfolk	27,511.20	\$	4,814,460
119	Norton	779.90	\$	136,483
120	Petersburg	3,760.50	\$	658,088
121	Portsmouth	13,297.70	\$	2,327,098
122	Radford	1,589.50	\$	278,163
123	Richmond City	23,585.60	\$	4,127,480
124	Roanoke City	13,383.40	\$	2,342,095
126	Staunton	2,669.50	\$	467,163
127	Suffolk	13,814.80	\$	2,417,590
128	Virginia Beach	66,725.90	\$	11,677,033
130	Waynesboro	2,800.90	\$	490,158
131	Williamsburg	1,012.00	\$	177,100
132	Winchester	4,283.40	\$	749,595
134	Fairfax City	2,962.10	\$	518,368

**FEDERAL CARES ACT CORONAVIRUS RELIEF FUND (CRF) ALLOCATIONS AWARDED TO  
SCHOOL DIVISIONS AND STATE AGENCIES THAT SERVE AS LOCAL EDUCATION AGENCIES**

**AS OF OCTOBER 9, 2020, PROJECT CODE APEXXXXX (PENDING)**

135	Franklin City	1,016.90	\$	177,958
136	Chesapeake	41,038.60	\$	7,181,755
137	Lexington	658.80	\$	115,290
138	Emporia	752.70	\$	131,723
139	Salem	3,789.30	\$	663,128
142	Poquoson	2,115.10	\$	370,143
143	Manassas City	7,633.40	\$	1,335,845
144	Manassas Park	3,412.50	\$	597,188
202	Colonial Beach	578.40	\$	101,220
207	West Point	786.80	\$	137,690
218	Virginia School for the Deaf and the Blind	66.00	\$	100,000
917	Department of Juvenile Justice	96.00	\$	100,000
<b>TOTAL</b>		<b>1,260,225.70</b>	<b>\$</b>	<b>220,798,208</b>



**COMMONWEALTH of VIRGINIA**  
**Department of Education**

DATE: October 9, 2020

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

**SUBJECT: Remote Learning for Inclement Weather Days**

Many school divisions across the state have built or reorganized their service delivery models to provide instruction and support to their entire student population in a remote setting. As winter weather approaches, the Virginia Department of Education (VDOE) has received a number of inquiries regarding the use of remote learning infrastructure to continue instructional programming on days in which school may have otherwise been closed for inclement weather. Additionally, local school divisions have requested clarity on whether this instruction can count towards certain time-based requirements.

Superintendent's memo #230-20, issued August 28, 2020, reinforced the statutory and regulatory requirements that remain in place for the 2020-2021 school year. School divisions are expected to meet both the length of school term (also known as the 180-day or 990-hour requirement) and core instruction minimums, among other standards. Divisions unable to offer 180 days and 990 hours to *each* student in the brick-and-mortar setting will be required to submit a length of school term waiver based on flexible waiver criteria, as further defined in the memo, which establishes an alternative baseline for demonstrating "completion" for the 2020-2021 school year. Core instructional requirements could also be met through a combination of in-person and remote (synchronous or asynchronous) instruction. See VDOE's [Supporting Virtual Teaching](#) webpage for more information. Additionally, divisions are expected to meet state and federal obligations to serve students with disabilities, as the U.S. Department of Education has not issued any waivers for the Individuals with Disabilities Education Act.

While remote learning provides school divisions with more options for serving students in non-traditional settings, inclement weather poses a unique set of operational and logistical challenges. With that in mind, school divisions *may* be able to apply remote instruction delivered during an inclement weather day towards its measure of "completion" for the school year or for core

**Scott County Public Schools  
2020-2021 Inclement Weather Plan**

**Inclement Weather Plan (IWP)**

The Inclement Weather Plan (IWP) is a program that encourages the continuation of academic instruction on days when school would otherwise be cancelled. The IWP days are designed to function in the same manner as our virtual/remote learning day on Wednesdays. Each school will create plans to deliver instruction to every student in the district and provide for student and teacher interaction on IWP days, with the ultimate goal of continuing instruction.

These days will count as instructional days for Scott County Public Schools (SCPS). The Inclement Weather Plan process shall be a continuation of learning that is occurring on regular student attendance days.

**Attendance/Duties**

Students

As Inclement Weather Plan days are considered instructional days, all PK-12 students are expected to participate. We will follow the SCPS guidance for virtual attendance on these days. Schools will track and record attendance in PowerSchool for participation in IWP instructional days.

Teachers

Inclement Weather Plan days are considered teacher instructional days and count towards fulfilling the number of instructional days required by contract. As such, teachers are required to work virtually on IWP days. They do not have to report to the school building, but must be available to students during normal school hours. Teachers should be accessible to the students virtually or by other communication methods in case of questions about the coursework. However, other tasks such as calling students or conducting record-keeping tasks may also be assigned at the discretion of the principal. Core instruction will be met through a combination of in-person and remote (synchronous or asynchronous) instruction.

If a teacher is unable to work on an IWP day, leave time must be used according to division policy. A substitute will *not* be required.

Building Principals and Central Office

The Building Principals and Central Office are required to work on IWP days. It is the Superintendent's discretion as to the work location and duties.

Counselors/Librarians

Similar to teachers, school counselors and librarians are required to work on IWP days. It is at the building principal's discretion as to the work location and duties.

Support Staff

Support staff may be assigned responsibilities on IWP days by their school principal or supervisor.

- Paraprofessionals/Personal Care Aides

Depending on the needs of the division, Paraprofessionals and Personal Care Aides may be assigned responsibilities on IWP days. If working on IWP days, they may help monitor the virtual classroom, make “check-in” calls with students, or perform any number of tasks related to typical duties.

- Clerical and Technology

Depending on the specific needs of the department, the supervisor may require on-site work on IWP days or allow remote work, if available.

- School Nutrition

The School Nutrition Director will provide a plan for school nutrition personnel to meet any needs in the cafeterias on an IWP day.

- Custodial and Maintenance

Custodial staff and maintenance will report to work as normal.

- Bus Drivers and Bus Assistants

Depending on the needs of the division, bus drivers and bus assistants may be assigned responsibilities on IWP days. Staff will be compensated for actual hours worked.

### **Meals**

Breakfast and lunch will be provided to students in advance of the scheduled IWP days by distributing meals to the in-person learners as they leave the buildings at the end of the last school day in attendance before the closure. Full virtual/remote students will receive food by the normal delivery process with a possible change in delivery day based on weather conditions.

### **Extra-Curricular Activities**

It is recommended to not hold extra-curricular activities on IWP days. The IWP days *do count as instructional days*; however, if school is closed due to travel hazards, it is *not* recommended for students to gather for extracurricular activities after school hours.

### **Instruction Approaches**

Non-Traditional Instruction days are not a “free day” for teachers or students. They are considered instructional days where teaching and learning occurs.

The format that will be used for IWP days is the same as what is used on the virtual/remote learning day on Wednesdays. Teachers will follow pacing guides and continue providing instruction remotely. For some students, packets may be sent home for the duration of the IWP days.

### **Technology Needs**

Students were surveyed at the beginning of the year for technology needs of all learners. Families indicated if they had technology needs for items such as: chromebooks, internet access, the need for packets, etc. If a student has a need that has not been identified, please contact the school that your child attends as soon as possible.

The Division and School websites will have a link dedicated to IWP days and general information.

### **Students with Disabilities**

SCPS will educate all students on Inclement Weather Plan days. The educational needs of students with disabilities on IWP days will be met through accommodated and modified instruction with accommodations as outlined in the Individual Education Plan (IEP).

Special education teachers should develop a plan relating specifically to how IEP accommodations will be met on IWP days (***IWP days are defined as virtual/remote learning days due to inclement weather.***) The IWP days are designed to function in the same manner as our virtual/remote learning day on Wednesdays. It is especially important to understand what type or level of parental support the student will have at home on IWP days before deciding on an educational plan for IWP days. IWP day procedures would vary depending on a student's individual needs but could include any of the following examples:

- the regular classroom teacher adjusting the lesson to meet accommodations,
- the special education teacher creating student specific lessons,
- the regular education and special education teachers working together to adjust and create lessons, which could be in the following forms (special education tool kits):
  - sending familiar manipulatives home with the students,
  - downloading lessons or educational games onto a tablet and sending it home,
  - paper packets,
  - creating lessons focusing on life skills,
  - using technology to create face-to-face learning experiences.

The regular education and special education teachers must be available to students virtually, or by other communication methods in case of questions about the coursework.

### **English/Language Learners should continue to receive services on IWP days**

IWP day procedures would vary depending on a student's individual needs. The English Learner teacher must be available to students virtually, or by other communication methods in case of questions about the coursework.

### **Procedures for Decision Making**

SCPS will begin informing families in early November about the IWP Program, before inclement weather creates schedule changes.

### **The Transportation Team and Superintendent monitors weather forecasts and checks roads**

Roads and multiple online weather sites are checked. TV and radio forecasts are considered. Occasionally, Superintendents and Transportation Managers from other divisions are in communication. Decisions to use IWP Days or an altered schedule will be made as early as reliable information is available to make a sound decision.

IWP days will be used for school closures during the 2020-21 school year. Scott County Public Schools may also utilize a traditional two (2) hour delay schedule.

#### Checking Roads

The Transportation Team drives routes to check conditions of roads that several buses will be traveling. In traditionally shady, slick, and those areas that seem to be more troublesome due to their steepness, accessibility, width, etc. A decision to alter the schedule may be made at this time.

The Transportation Manager checks the weather forecast for the day, and calls Transportation Team members and asks for an update on the road conditions near their homes. A decision to alter the schedule may be made at this time. If the schedule is altered, the Central Office Staff begins calling radio and television stations. The Superintendent and/or Chief Technology Officer sends out a message via Social Media, email, voice call, and/or text message.

#### Temperature concerns

When temperatures are expected to be below 10 degrees we will consider making a schedule change. Factors to be considered during these conditions include cloud cover, wind chill, radiant heat factor, and hourly temperature changes. When temperatures drop to single digits during the time of normal bus routes, a delayed schedule may be used. This will enable custodial and maintenance staff more time to ensure that all areas of the buildings are heated properly prior to the arrival of students and staff and that buses are able to start and warm appropriately prior to departure for routes.

#### Emphasis on Safety of Students and Employees

The safety of our students and staff are the most important factor when decisions are made to alter school schedules. Other factors include current road conditions, future weather predictions, and comfort/function of buildings.

Example: Roads might be snow/ice covered at 5 AM with forecasts showing more snow/ice to follow, and there would be a need to close; however, if roads are snow covered and the forecast is calling for the snow to stop and temperatures to rise quickly, a two-hour delay schedule could be utilized.

Forecasts are not always accurate, so it is necessary to continue checking roads throughout the morning on a day of a delayed schedule.

The transportation team recognizes the burden that is placed upon parents when a decision is made to change the school schedule. The team will always try to consider the importance of parental convenience when making decisions to alter school schedules. However, student and staff safety will be the primary factor that is considered.

The goal is to have the announcement of the schedule change to radio/television stations and to parents/guardians as soon as possible.

On IWP days and division-wide, teachers do *not* report to schools, but must be available to students during normal school hours, virtually or by other communication methods in case of questions about the coursework. On unscheduled early release days, teachers will not be expected to teach virtually during

that time; however, virtual or remote learning will be provided to students when they miss an entire day.

Two-Hour Delay

When the school division is on a two-hour delay, classes will begin two hours later than normal time. The school day will end at 3:15.



**SCOTT COUNTY PUBLIC SCHOOL HEAD START**  
**HEAD START FINANCIAL REPORT**  
**GRANT #03CH011328-01 (1/1/20-12/31/20)**

**SEPTEMBER 2020**

GRANT AWARDS	FUNDING TYPE	FEDERAL SHARE	IN-KIND (NFS)	TOTAL FUNDING
03CH011328-01-00	Baseline	1,348,584.00	337,146.00	1,685,730.00
03CH011328-01-02 (COVID-19)	Supplement	130,063.00	-	130,063.00
03CH011328-01-03 (COLA/QI)	Supplement	81,564.00	-	81,564.00
<b>TOTAL</b>		<b>\$ 1,560,211.00</b>	<b>\$ 337,146.00</b>	<b>\$1,897,357.00</b>

REVENUE	CURRENT MONTH	YTD	AWARDED FUNDING	UNCOLLECTED FUNDING	%
ACF - OHS	156,301.48	1,055,036.12	1,560,211.00	505,174.88	32%
Donations, Other Revenue	-	-	-	-	
<b>TOTAL</b>	<b>\$ 156,301.48</b>	<b>\$ 1,055,036.12</b>	<b>\$ 1,560,211.00</b>	<b>\$ 505,174.88</b>	<b>32%</b>

EXPENDITURES	CURRENT MONTH	YTD	BUDGETED FUNDING	AVAILABLE FUNDING	%
<b>PERSONNEL: \$848,973</b>					
Payroll Expenses (Full-Time)	68,143.02	550,632.03	848,973.00	298,340.97	35%
<b>PERSONNEL TOTAL</b>	<b>68,143.02</b>	<b>550,632.03</b>	<b>848,973.00</b>	<b>298,340.97</b>	<b>35%</b>
<b>FRINGE: \$345,895</b>					
FICA	5,102.10	44,155.75	71,463.00	27,307.25	38%
Worker's Compensation	2,142.56	2,142.56	2,617.00	474.44	18%
Unemployment	9.40	595.69	3,548.00	2,952.31	83%
Medical/Dental Insurance	10,504.55	83,020.77	123,827.00	40,806.23	33%
Life Insurance	913.13	7,334.61	10,748.00	3,413.39	32%
Retirement	11,416.56	91,121.18	133,692.00	42,570.82	32%
<b>FRINGE TOTAL</b>	<b>30,088.30</b>	<b>228,370.56</b>	<b>345,895.00</b>	<b>117,524.44</b>	<b>34%</b>

**TRAVEL: \$2,757 - T&TA: \$4,858 = \$7,615**

Out of Town Travel	-	1,080.06	7,615.00	6,534.94	86%
<b>TRAVEL TOTAL</b>	<b>-</b>	<b>1,080.06</b>	<b>7,615.00</b>	<b>6,534.94</b>	<b>86%</b>

**SUPPLIES: \$118,891**

Office Supplies	2,849.97	7,630.96	10,444.00	2,813.04	27%
Postage	-	406.85	922.00	515.15	56%
Food Supplies	224.40	3,401.22	14,294.00	10,892.78	76%
Food Service Supplies	1,038.23	1,229.50	5,111.00	3,881.50	76%
Classroom/Ed. Supplies	11,329.16	56,459.42	64,010.00	7,550.58	12%
Medical & Dental Supplies	1,161.24	5,497.61	11,666.00	6,168.39	53%
Transition Supplies	-	-	166.00	166.00	100%
Janitorial Supplies	83.61	7,813.24	12,278.00	4,464.76	36%
<b>SUPPLIES TOTAL</b>	<b>16,686.61</b>	<b>82,438.80</b>	<b>118,891.00</b>	<b>36,452.20</b>	<b>31%</b>

**CONTRACTUAL: \$14,140**

Mental Health Services	-	382.50	4,140.00	3,757.50	91%
Other Contractual Services	-	-	10,000.00	10,000.00	100%
<b>CONTRACTUAL TOTAL</b>	<b>-</b>	<b>382.50</b>	<b>14,140.00</b>	<b>13,757.50</b>	<b>97%</b>

**EQUIPMENT: \$30,000**

Equipment	-	-	30,000.00	30,000.00	0%
<b>EQUIPMENT TOTAL</b>	<b>-</b>	<b>-</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>0%</b>

**OTHER: \$179,156 - T&TA: \$15,541 = \$194,697**

Rent	884.95	7,704.85	9,600.00	1,895.15	20%
Utilities	1,209.60	8,711.78	20,400.00	11,688.22	57%
Telephone	1,409.51	9,708.24	13,960.00	4,251.76	30%
Child Liability Insurance	753.50	753.50	-	(753.50)	#DIV/0!
Maintenance & Repair	24,238.61	75,349.00	17,534.00	(57,815.00)	-330%

Local Travel	26.20	280.81	2,265.00	1,984.19	88%
Parent Activities	-	106.86	3,312.00	3,205.14	97%
Audit Fee (Accounting & Legal)	-	-	2,778.00	2,778.00	100%
Publications, Ads, & Printing	1,654.88	12,893.26	13,055.00	161.74	1%
Health Services	-	225.00	3,111.00	2,886.00	93%
Field Trips	758.07	1,828.07	2,200.00	371.93	17%
Discretionary Funds	162.36	708.42	3,360.00	2,651.58	79%
Health Examinations (Staff)	-	578.52	300.00	(278.52)	-93%
Assoc. Dues & Fees	(13.90)	2,110.73	2,136.00	25.27	1%
Other Payroll Expenses (Part-Time)	1,856.00	54,738.03	85,145.00	30,406.97	36%
Training	4,366.28	12,570.28	15,541.00	2,970.72	19%
<b>OTHER TOTAL</b>	<b>\$ 37,306.06</b>	<b>\$ 188,267.35</b>	<b>\$ 194,697.00</b>	<b>\$ 6,429.65</b>	<b>3%</b>
<b>BUDGET TOTAL</b>	<b>\$ 152,223.99</b>	<b>\$ 1,051,171.30</b>	<b>\$ 1,560,211.00</b>	<b>\$ 509,039.70</b>	<b>33%</b>

### CACFP FUNDING

REVENUE	CURRENT MONTH	YTD	ESTIMATED REIMBURSEMENT
CACFP	-	30,958.58	110,080.00
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 30,958.58</b>	<b>\$ 110,080.00</b>

EXPENDITURES	CURRENT MONTH	YTD	CACFP BUDGET	EST. FUNDING AVAILABLE	%
<b>FRINGE</b>					
FICA	63.23	245.99	574.00	328.01	57%
Unemployment	0.30	1.74	17.00	15.26	90%
<b>FRINGE TOTAL</b>	<b>63.53</b>	<b>247.73</b>	<b>591.00</b>	<b>343.27</b>	<b>58%</b>
<b>SUPPLIES</b>					
Food Supplies	3,378.72	28,503.87	93,004.00	64,500.13	69%
Food Service Supplies	-	2,133.80	7,985.00	5,851.20	73%
<b>SUPPLIES TOTAL</b>	<b>3,378.72</b>	<b>30,637.67</b>	<b>100,989.00</b>	<b>70,351.33</b>	<b>70%</b>
<b>OTHER</b>					
Local Travel	-	30.00	1,000.00	970.00	97%
Other Payroll Expenses (Part-Time)	826.49	3,215.40	7,500.00	4,284.60	57%
<b>OTHER TOTAL</b>	<b>826.49</b>	<b>3,245.40</b>	<b>8,500.00</b>	<b>5,254.60</b>	<b>62%</b>
<b>CACFP BUDGET TOTAL</b>	<b>\$ 4,268.74</b>	<b>\$ 34,130.80</b>	<b>\$ 110,080.00</b>	<b>\$ 75,949.20</b>	<b>69%</b>

**CACFP NET INCOME \$ (4,268.74) \$ (3,172.22)**

**PROGRAM NET INCOME \$ (191.25) \$ 692.60**

## EXPENDITURE DETAIL

Payroll Expenses (Full-Time)	September payroll, full-time staff.
Fringe	September fringe benefits, full-time & part-time staff.
Supplies	General expenses for program, including COVID19 supplies for children's individual spaces.
Rent	HS office rent, September 2020; storage unit rentals
Utilities/Telephone	Utility & telephone expenses for HS office & centers.
Child Liability Insurance	CL insurance for school year 19/20.
Maintenance & Repair	Routine maintenance expenses, pea gravel on playgrounds, fencing at SM1&2, deck staining
Local Travel	Gasoline for program vehicles.
Publications, Ads, & Printing	Copier contracts, magazine subscriptions.
Field Trips	Bus mileage for school year 19/20.
Discretionary Funds	Reimbursements made to ED/FRS staff for the purchase of classroom supplies.
Assoc., Dues, & Fees	Credit on account for direct deposit fee reimbursement.
Payroll Expenses (Part-Time)	September payroll, part-time staff.
Training	Health Conference fees, Educator packets, CDA renewal fees, Time to Sign, First Aid/CPR.

IN-KIND (NFS)	CURRENT MONTH	YTD	IN-KIND BUDGETED	IN-KIND REMAINING	%
Parents & Volunteer	8,605.00	130,169.16	133,087.00	2,917.84	2%
School District	14,192.59	141,542.98	159,076.00	17,533.02	11%
Donations	2,782.36	29,635.48	44,983.00	15,347.52	34%
<b>TOTAL</b>	<b>\$ 25,579.95</b>	<b>\$ 301,347.62</b>	<b>\$ 337,146.00</b>	<b>\$ 35,798.38</b>	<b>11%</b>

ADMINISTRATIVE COST	CURRENT MONTH	YTD	AC BUDGETED	AC REMAINING
Personnel	10,107.15	89,355.71	118,098.00	28,742.29
Fringe	3,863.30	34,485.14	37,850.00	3,364.86
Travel	-	75.60	686.00	610.40
Supplies	205.35	1,112.40	958.00	(154.40)
Other	2,992.59	19,099.42	25,923.00	6,823.58
<b>TOTAL</b>	<b>\$ 17,168.39</b>	<b>\$ 144,128.27</b>	<b>\$ 183,515.00</b>	<b>39,386.73</b>

SEPT. ADMIN. COST	1.1%
YTD ADMIN. COST	9.6%

## CREDIT CARD TRANSACTIONS

MEMO	OBJ. CODE	DEBIT	CREDIT	BALANCE
<b>PV Credit Card:</b>				
File organizers	6001	\$ -	\$ 1.06	\$ 1.06
Pull-ups	6013	\$ (111.39)	\$ -	\$ (110.33)
Storage bags	6002A	\$ (62.82)	\$ -	\$ (173.15)
<b>BOA Credit Card:</b>				
California Head Start Association #4919	20-3800	\$ (1,100.00)	\$ -	\$ (1,100.00)
Pediatric First Aid/CPR #2845	20-3800	\$ (330.00)	\$ -	\$ (1,430.00)
Cell phone July-Aug.	5202	\$ (113.45)	\$ -	\$ (1,543.45)
Quickbooks, Sept. 20	6001	\$ (141.00)	\$ -	\$ (1,684.45)
Dental bags #2850	6004	\$ (17.20)	\$ -	\$ (1,701.65)
Annual student licenses #4922	6013	\$ (1,690.70)	\$ -	\$ (3,392.35)
Food delivery bags #2849	6002A	\$ (233.14)	\$ -	\$ (3,625.49)
CDA Renewal fees #2870	20-3800	\$ (125.00)	\$ -	\$ (3,750.49)
Coaching Resource #2867	20-3800	\$ 68.88	\$ -	\$ (3,681.61)
Out of state background check #2864	5801	\$ (26.00)	\$ -	\$ (3,707.61)
Desktop computers #4932	6001	\$ (1,432.06)	\$ -	\$ (5,139.67)
Face masks #2859	6004	\$ (48.00)	\$ -	\$ (5,187.67)
Face masks #2860	6004	\$ (48.00)	\$ -	\$ (5,235.67)

Adult masks #2865	6004	\$	(48.00)	\$	-	\$	(5,283.67)
Magnetic dry erase boards #2867	6013	\$	(180.46)	\$	-	\$	(5,464.13)
Discretionary items for parent meetings	6017	\$	(28.94)	\$	-	\$	(5,493.07)
Discretionary items for parent meetings	6017	\$	(30.92)	\$	-	\$	(5,523.99)
Discretionary items for parent meetings	6017	\$	(31.74)	\$	-	\$	(5,555.73)
Insulated food bags #4931	6002A	\$	(742.27)	\$	-	\$	(6,298.00)
Training resources	20-3800	\$	(88.00)	\$	-	\$	(6,386.00)
Milk for remote learners	6002	\$	(14.00)	\$	-	\$	(6,400.00)
Paper bags for remote meals	6002A	\$	(97.89)	\$	-	\$	(6,497.89)

**SCOTT COUNTY PUBLIC SCHOOL HEAD START**  
**EARLY HEAD START FINANCIAL REPORT**  
**GRANT #03HP000049-04 (9/1/20-8/31/21)**

**SEPTEMBER 2020**

GRANT AWARDS	FUNDING TYPE	FEDERAL SHARE	IN-KIND (NFS)	TOTAL FUNDING
03HP000049-04-00	Continuation	372,363.00	93,091.00	465,454.00
03HP000049-04-01 (COVID-19)	Supplement	21,091.00	-	21,091.00
03HP000049-04-02 (COLA/QI)	Supplement	42,273.00	-	42,273.00
<b>TOTAL</b>		<b>\$ 435,727.00</b>	<b>\$ 93,091.00</b>	<b>\$ 528,818.00</b>

REVENUE	CURRENT MONTH	YTD	AWARDED FUNDING	UNCOLLECTED FUNDING	%
ACF - OHS	26,769.18	26,769.18	435,727.00	408,957.82	94%
Donations, Other Revenue	-	-	-	-	
<b>TOTAL</b>	<b>\$ 26,769.18</b>	<b>\$ 26,769.18</b>	<b>\$ 435,727.00</b>	<b>\$ 408,957.82</b>	<b>94%</b>

EXPENDITURES	CURRENT MONTH	YTD	BUDGETED FUNDING	AVAILABLE FUNDING	%
<b>PERSONNEL: \$212,630</b>					
Payroll Expenses (Full-Time)	16,862.20	16,862.20	212,630.00	195,767.80	92%
<b>PERSONNEL TOTAL</b>	<b>16,862.20</b>	<b>16,862.20</b>	<b>212,630.00</b>	<b>195,767.80</b>	<b>92%</b>
<b>FRINGE: \$97,115</b>					
FICA	1,399.69	1,399.69	19,080.00	17,680.31	93%
Worker's Compensation	-	-	697.00	697.00	100%
Unemployment	12.74	12.74	948.00	935.26	99%
Medical/Dental Insurance	1,604.03	1,604.03	39,204.00	37,599.97	96%
Life Insurance	225.95	225.95	1,346.00	1,120.05	83%
Retirement	2,838.36	2,838.36	35,840.00	33,001.64	92%
<b>FRINGE TOTAL</b>	<b>6,080.77</b>	<b>6,080.77</b>	<b>97,115.00</b>	<b>91,034.23</b>	<b>94%</b>
<b>TRAVEL: \$586 - T&amp;TA: \$586 = \$1,172</b>					
Out of Town Travel	-	-	1,172.00	1,172.00	100%
<b>TRAVEL TOTAL</b>	<b>-</b>	<b>-</b>	<b>1,172.00</b>	<b>1,172.00</b>	<b>100%</b>
<b>SUPPLIES: \$44,182</b>					
Office Supplies	-	-	3,000.00	3,000.00	100%
Postage	-	-	100.00	100.00	100%
Food Supplies	-	-	5,629.00	5,629.00	100%
Food Service Supplies	-	-	3,000.00	3,000.00	100%
Classroom/Ed. Supplies	-	-	23,453.00	23,453.00	100%
Medical & Dental Supplies	-	-	3,000.00	3,000.00	100%
Transition Supplies	-	-	500.00	500.00	100%
Janitorial Supplies	-	-	5,500.00	5,500.00	100%
<b>SUPPLIES TOTAL</b>	<b>-</b>	<b>-</b>	<b>44,182.00</b>	<b>44,182.00</b>	<b>100%</b>
<b>CONTRACTUAL: \$9,620</b>					
Mental Health Services	-	-	1,620.00	1,620.00	100%
Other Contractual Services	-	-	8,000.00	8,000.00	100%
<b>CONTRACTUAL TOTAL</b>	<b>-</b>	<b>-</b>	<b>9,620.00</b>	<b>9,620.00</b>	<b>100%</b>
<b>EQUIPMENT: \$0</b>					
Equipment	-	-	-	-	0%
<b>EQUIPMENT TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
<b>OTHER: \$62,887 - T&amp;TA: \$8,121 = \$71,008</b>					
Rent	120.00	120.00	1,560.00	1,440.00	0%
Utilities	-	-	4,500.00	4,500.00	100%
Telephone	210.99	210.99	2,374.00	2,163.01	91%
Child Liability Insurance	-	-	-	-	#DIV/0!
Maintenance & Repair	-	-	7,610.00	7,610.00	100%
Local Travel	-	-	500.00	500.00	100%

Parent Activities	-	-	600.00	600.00	100%
Audit Fee (Accounting & Legal)	-	-	1,000.00	1,000.00	100%
Publications, Ads, & Printing	-	-	2,208.00	2,208.00	100%
Health Services	-	-	1,000.00	1,000.00	100%
Field Trips	-	-	1,000.00	1,000.00	100%
Discretionary Funds	-	-	1,800.00	1,800.00	100%
Health Examinations (Staff)	-	-	250.00	250.00	100%
Assoc. Dues & Fees	-	-	1,700.00	1,700.00	100%
Other Payroll Expenses (Part-Time)	1,698.00	1,698.00	36,785.00	35,087.00	95%
Training	-	-	8,121.00	8,121.00	100%
<b>OTHER TOTAL</b>	<b>2,028.99</b>	<b>2,028.99</b>	<b>71,008.00</b>	<b>68,979.01</b>	<b>97%</b>
<b>BUDGET TOTAL</b>	<b>\$ 24,971.96</b>	<b>\$ 24,971.96</b>	<b>\$ 435,727.00</b>	<b>\$ 410,755.04</b>	<b>94%</b>

### CACFP FUNDING

REVENUE	CURRENT MONTH	YTD	ESTIMATED REIMBURSEMENT		
CACFP	-	-	34,848.00		
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 34,848.00</b>		

EXPENDITURES	CURRENT MONTH	YTD	CACFP BUDGET	EST. FUNDING AVAILABLE	%
<b>FRINGE</b>					
FICA	96.23	96.23	426.00	329.77	77%
Unemployment	0.14	0.14	13.00	12.86	99%
<b>FRINGE TOTAL</b>	<b>96.37</b>	<b>96.37</b>	<b>439.00</b>	<b>342.63</b>	<b>78%</b>
<b>SUPPLIES</b>					
Food Supplies	442.85	442.85	27,192.00	26,749.15	98%
Food Service Supplies	-	-	1,569.00	1,569.00	100%
<b>SUPPLIES TOTAL</b>	<b>442.85</b>	<b>442.85</b>	<b>28,761.00</b>	<b>28,318.15</b>	<b>98%</b>
<b>OTHER</b>					
Local Travel	-	-	80.00	80.00	100%
Other Payroll Expenses (Part-Time)	1,258.00	1,258.00	5,568.00	4,310.00	77%
<b>OTHER TOTAL</b>	<b>1,258.00</b>	<b>1,258.00</b>	<b>5,648.00</b>	<b>4,390.00</b>	<b>78%</b>
<b>CACFP BUDGET TOTAL</b>	<b>\$ 1,797.22</b>	<b>\$ 1,797.22</b>	<b>\$ 34,848.00</b>	<b>\$ 33,050.78</b>	<b>95%</b>

**CACFP NET INCOME** \$ (1,797.22) \$ (1,797.22)

**PROGRAM NET INCOME** \$ - \$ -

### EXPENDITURE DETAIL

Payroll Expenses (Full-Time)	September payroll, full-time staff.
Fringe	Fringe benefits, full-time & part-time staff.
Rent	HS office rent, Sept. 2020.
Utilities/Telephone	Utility/telephone expenses for centers.
Other Payroll Expenses (Part-Time)	September payroll, part-time staff.

IN-KIND (NFS)	CURRENT MONTH	YTD	IN-KIND BUDGETED	IN-KIND REMAINING	%
Parents & Volunteer	3,570.00	3,570.00	68,271.00	64,701.00	95%
School District	538.00	538.00	9,205.00	8,667.00	94%
Donations	5,455.70	5,455.70	15,615.00	10,159.30	65%
<b>TOTAL</b>	<b>\$ 9,563.70</b>	<b>\$ 9,563.70</b>	<b>\$ 93,091.00</b>	<b>\$ 83,527.30</b>	<b>90%</b>



## ADMINISTRATIVE COST

Personnel	1,665.47	1,665.47	22,328.00	20,662.53
Fringe	444.66	444.66	7,466.00	7,021.34
Travel	-	-	82.00	82.00
Supplies	-	-	462.00	462.00
Other	161.77	161.77	13,268.00	13,106.23
<b>TOTAL</b>	<b>\$ 2,271.90</b>	<b>\$ 2,271.90</b>	<b>\$ 43,606.00</b>	<b>41,334.10</b>

SEPT. ADMIN. COST	0.5%
YTD ADMIN. COST	0.5%

## CREDIT CARD TRANSACTIONS

[illegible]**BOA Credit Card:**