#### SCOTT COUNTY SCHOOL BOARD

#### **MINUTES OF REGULAR MEETING – TUESDAY, AUGUST 6, 2019**

The Scott County School Board met for a regular meeting on Tuesday, August 6, 2019 at the Scott County School Board Central Office, 340 E. Jackson Street, Gate City, VA 24251 at 6:30 p.m. with the following members present:

David Templeton, Vice-Chairman Larry L. Horton Gail L. McConnell Linda Gillenwater Lon Stephen "Steve" Sallee, Jr.

ABSENT: None

OTHERS PRESENT: John I. Ferguson, Division Superintendent; Jason Smith, Assistant Superintendent; Will Sturgill, School Board Attorney; Elizabeth Ewing, VSBA Attorney; Beverly Stidham, Purchasing Agent, Clerk of the Board; Angela Johnson, School Nutrition Agent/Head Start Payroll Clerk/Deputy Clerk of the Board; Billy Nash, SCCTC Instructor; Makayla Jaramillo, Teacher/ SCEA President; Amanda Clark, Heritage TV; Doris Boitnott, VEA representative; Kathy Wilcox, Head Start Director; April Carter, Head Start, Fiscal Agent; and Kathy Musick, VPE representative.

<u>CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE:</u> Vice-Chairman David Templeton called the regular meeting of the Scott County School Board to order at 6:30 p.m. and welcomed everyone to the meeting. The members and audience observed a moment of silence and Mr. Steve Sallee led in citing the *Pledge of Allegiance*.

Before proceeding with the meeting, Vice-Chairman David Templeton gave everyone a chance to speak about Chairman Bill Quillen, who recently passed away. He wanted to acknowledge his presence being missed at the August meeting and opened the floor for anyone who wanted to speak.

Mr. Steve Sallee opened the remarks about the importance of Mr. Quillen's impact on the Board and how he loved Big Blue football and that he will be greatly missed.

Ms. Linda Gillenwater echoed those sentiments of enjoying her time with Mr. Quillen serving on the Board.

Mr. David Templeton talked about Mr. Quillen's service on the Board for 7 ½ years and he stated how Mr. Quillen taught him to love History and the appreciation he had for him for his service to Scott County as a teacher and Board member/Chairman.

Mr. Gail McConnell reiterated those thoughts by talking about him and Mr. Quillen teaching together in 1970 and coaching together. He also reflected on good times they had together during those years and how he had also enjoyed the time spent with him on the Board serving Scott County in that capacity.

Mr. Larry Horton spoke about Mr. Quillen's service to the Board and the students of Scott County, he stated what an asset Mr. Quillen was to the School System. He extended his prayers and sympathy to the family on behalf of the School Board.

Mr. Jason Smith, Assistant Superintendent expressed his thoughts of Mr. Quillen loving life and living life to the fullest. He expressed everyone's sentiments that Mr. Quillen will be greatly missed.

Superintendent Ferguson echoed everyone's expressions of care and also stated that Mr. Quillen was someone as a friend and Board member that would not be able to be replaced.

Mr. Will Sturgill, School Board Attorney, expressed his thoughts and reiterated Mr. Ferguson's sentiments that Mr. Bill Quillen will be sorely missed and what a great education advocate he was.

Beverly Stidham, Clerk of the Board and Angela Johnson, Deputy Clerk of the Board offered their sentiments of good memories of Mr. Quillen as a teacher, and now as a Board member and stated how he would be missed coming into the office and the support he gave the Central Office staff.

<u>APPROVAL OF AGENDA:</u> On a motion by Mr. Gail McConnell, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the agenda with the amended additions of changing #11 from Board member comments to #11 as Board member Vacancy Filled presented from Will Sturgill and #12 being Board member comments. This will present Adjournment as #13 on the Agenda.

APPROVAL OF JULY 9, 2019 REGULAR BOARD MEETING MINUTES: On a motion by Mr. Gail McConnell, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the July 9, 2019 regular Board meeting minutes as written.

<u>APPROVAL OF CLAIMS:</u> On a motion by Mr. Larry Horton, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the claims as presented on August 6, 2019 as follows:

School operating fund invoices and payroll direct deposit in the amount of \$525,819.09 as shown by warrants #8129287-8129428; electronic payroll direct deposit in the amount of \$1,284,537.35 as shown by electronic tax deposits in the amount of \$524,911.02. Cafeteria fund invoices and payroll in the amount of \$29,093.20 as shown by warrants #1019437-1019446 & electronic payroll direct deposit in the amount of \$37,489.86. Electronic payroll tax deposits in the amount of \$13,050.75. Head Start invoices totaling \$44,182.77 as shown by warrants #20530-20582.

**PUBLIC COMMENT:** No public comment was given at the August 6, 2019 meeting.

<u>PRESENTATION BY HEAD START DIRECTOR, KATHY WILCOX:</u> Ms. Kathy Wilcox, Head Start Director presented to the Board the current Head Start enrollment figures. She stated that the enrollment figure is currently at 134. She spoke about the possibility of writing a grant to ask for a reduction of 25 slots in enrollment to keep funding costs in place as is. With the 2017 Head Start Act in place currently, Head Start can serve 148 children versus 173 children.

#### **SUPERINTENDENT'S REPORT:**

APPROVAL OF 2019-2020 POLICY MANUAL: (APPENDIX A) On a motion by Mr. Steve Sallee, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the 2019-2020 Policy manual with the update to reflect the change on Page 3 IGAE/IGAF, the change should be 20-I.

APPROVAL OF STUDENT/PARENT HANDBOOK AND CODE OF CONDUCT 2019-2020: On a motion by Mr. Gail McConnell, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the 2019-2020 Student/Parent Handbook and Code of Conduct.

<u>DISCUSSION/APPROVAL OF CONTRACTED EMPLOYEES-DIRECT DEPOSIT: (APPENDIX B)</u>
Superintendent Ferguson discussed with the Board starting October 1, 2019 that all contracted employees will be required to have direct deposit to eliminate the need for paper checks to mail or distribute.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve that beginning October 1, 2019 that all contracted employees will be required to have direct deposit.

APPROVAL OF EXTENSION OF MILK BID FOR 2019-2020: (APPENDIX C) On a motion by Mr. Larry Horton, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the extension of the milk bid for the Cafeteria for the 2019-2020 Academic year.

<u>APPROVAL OF 2019-2020 CAFÉ' MEAL PRICES, REVISION FOR ADULT BREAKFAST: (APPENDIX D)</u> On a motion by Mr. Steve Sallee, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the revision to the adult breakfast price for the 2019-2020 café meal prices.

APPROVAL OF MAY 2019 HEAD START FINANCIAL REPORT: (APPENDIX E) On a motion by Mr. Larry Horton, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the May 2019 Head Start Financial Report as presented by Superintendent Ferguson on behalf of Head Start Director, Kathy Wilcox.

APPROVAL OF MAY 2019 EARLY HEAD START FINANCIAL REPORT: (APPENDIX F) On a motion by Mr. Gail McConnell, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve May 2019 Early Head Start Financial Report as presented by Superintendent Ferguson on behalf of Head Start Director, Kathy Wilcox.

APPROVAL OF JUNE 2019 HEAD START FINANCIAL REPORT: (APPENDIX G) On a motion by Ms. Linda Gillenwater, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the June 2019 Head Start Financial report as presented by Superintendent Ferguson on behalf of Head Start Director, Kathy Wilcox.

APPROVAL OF JUNE 2019 EARLY HEAD START FINANCIAL REPORT: (APPENDIX H) On a motion by Mr. Larry Horton, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the June 2019 Early Head Start Financial report as presented by Superintendent Ferguson on behalf of Head Start Director, Kathy Wilcox.

Superintendent Ferguson presented to the Board the July 2019 Head Start Director's Report and the 2018-19 Annual Head Start Report for Head Start Director, Kathy Wilcox for informational purposes to the Board. After review and no questions, the next agenda item was presented.

Mr. Ferguson welcomed Ms. Elizabeth Ewing, VSBA Attorney for the State of Virginia to the meeting and introduced her to the audience and expressed his appreciation for her attendance.

<u>CLOSED MEETING:</u> Mr. Steve Sallee made a motion to enter into closed meeting at 7:05 p.m. to discuss Head Start Personnel, Teachers, Teaching Assistants, Coaches, Secretaries, Bus drivers, and Cafeteria Staff as provided in Section 2.2-3711 of the Code of Virginia, as amended, the motion was seconded by Mr. Gail McConnell, all members voting aye.

**RETURN FROM CLOSED MEETING:** All members present returned from the closed meeting at 8:05 p.m. with a roll call vote being held, and on a motion by Mr. Steve Sallee, seconded by Mr. Gail 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 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, Gail McConnell, Larry Horton, and Linda Gillenwater

NAYS: None.

#### **ITEMS BY ASSISTANT SUPERINTENDENT-JASON SMITH:**

**REVIEW OF ANNUAL SCHOOL SAFETY AUDIT:** Mr. Jason Smith presented the Annual School Safety Audit for the Board's review, no action was needed at this time.

#### PERSONNEL:

#### **RESIGNATIONS:**

On a motion by Mr. Larry Horton, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the resignation of Amy Wallace, teacher, effective July 9, 2019.

On a motion by Mr. Gail McConnell, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the resignation of Greg Hall, theater coach, TSHS, effective August 6, 2019.

On a motion by Mr. Steve Sallee, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the resignation of Emily Glenn, Head Start teacher, effective July 23, 2019.

On a motion by Mr. Larry Horton, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the resignation of Lisa Farley, child nutrition worker, effective July 23, 2019.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the resignation of Hagan McClellan, paraprofessional, effective, July 24, 2019.

On a motion by Mr. Steve Sallee, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the resignation of Chris Akers, teacher, effective July 30, 2019.

#### **EMPLOYMENT:**

On a motion by Ms. Linda Gillenwater, seconded by Mr. Steve Sallee, all members voting aye except for one abstention, the Board approved the employment of Kristy McConnell, part-time administrative assistant, effective August 6, 2019.

On a motion by Mr. Larry Horton, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the employment of Olivia Morgan, teacher, effective August 5, 2019.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the employment of Tommie Ducker, child nutrition worker, effective August 5, 2019.

On a motion by Mr. Steve Sallee, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the employment of Robin Bellamy, child nutrition worker, effective August 5, 2019.

On a motion by Mr. Larry Horton, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the employment of Jamie Davis, teacher, effective August 5, 2019.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the employment of Makayla Jaramillo, theater coach, TSHS, effective August 6, 2019.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the employment of Pennie Jarrett, paraprofessional-Art, effective August 5, 2019.

On a motion by Mr. Gail McConnell, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the employment of Jed Spicer, paraprofessional, effective August 5, 2019.

On a motion by Ms. Linda Gillenwater, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the employment of Heather Kirk, Head Start Teacher, effective August 1, 2019.

On a motion by Mr. Larry Horton, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the employment of Leisa Dougherty, paraprofessional, effective August 5, 2019.

On a motion by Mr. Larry Horton, seconded by Mr. Steve Sallee, all members voting aye, the Board voted to approve the employment of Frank Taylor, teacher, effective August 5, 2019.

On a motion by Mr. Steve Sallee, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the employment of Ezekiel Newton, teacher, effective August 5, 2019.

On a motion by Mr. Larry Horton, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve the employment of Henry Taylor, bus driver, effective August 6, 2019.

On a motion by Mr. Larry Horton, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve the employment of Jessica Hensley, bus aide, effective, August 6, 2019.

On a motion by Mr. Gail McConnell, seconded by Mr. Larry Horton, all members voting aye, the Board voted to approve the employment of Jessica Howell, child nutrition worker, effective August 6, 2019.

**BOARD VACANCY: WILL STURGILL:** Will Sturgill, School Board Attorney spoke to the Board about the legal options they have about filling the vacancy on the Board. He explained that the Vice-Chairman now assumes all responsibilities of the Chairman. Secondly, The Board can decide to have a Special Appointment to fill the vacant Board seat, he explained that the Special Election process is not an option for our Board. There is a 45 day window to appoint someone to the Board.

Thirdly, Mr. Sturgill explained that the Board can petition the Court for an interim position to fill the vacancy and the 4<sup>th</sup> option is to do nothing until the November 2019 Election.

After discussion, The Board decided to fill the Chairman and Vice-Chairman position at this meeting and review the options as presented by Mr. Sturgill.

On a nomination by Mr. Gail McConnell, seconded by Ms. Linda Gillenwater, all members voting aye, the Board voted to approve Mr. David Templeton as Chairman of the Board.

On a nomination by Mr. Larry Horton, seconded by Mr. Gail McConnell, all members voting aye, the Board voted to approve Mr. Steve Sallee as Vice —Chairman of the Board.

#### **BOARD MEMBER COMMENTS:**

Mr. Larry Horton expressed his wishes for everyone to have a great start and wonderful school year.

Ms. Linda Gillenwater wanted to wish all the teachers a wonderful school year.

<u>ADJOURNMENT:</u> There being no further business to discuss, the regular meeting of the Scott County School was adjourned at 8:13 p.m.

David Templeton, Vice-Chairman	Beverly Stidham, Clerk

#### Appendix for August 6, 2019 Meeting Minutes:

- A. Approval of 2019-2020 Policy Manual
- **B.** Approval of Contracted Employees-Direct Deposit
- C. Approval of Extension of 2019-2020 Milk Bid
- D. Approval of 2019-2020 Cafe' Meal Prices, revision for adult breakfast
- E. Approval of May 2019 Head Start Financial Report
- F. Approval of May 2019 Early Head Start Financial Report
- G. Approval of June 2019 Head Start Financial Report
- H. Approval of June 2019 Early Head Start Financial Report

#### **Scott County Policy Manual Revisions 2019-2020**

#### <u>Explanation of Revisions – February 2019 Policy Update</u>

Policy Code	Page	Revision
AE	5-A	School Division Goals and Objectives Policy updated.
AF	6-A	Comprehensive Plan Policy updated.
AFA	7-A	<b>Evaluation of School Board Operational Procedures</b> Policy updated.
BCEA	24-B	Disciplinary Committee Policy updated.
BDDG	41-B	Minutes Policy updated to reflect content of Legal References. Cross References and Legal References updated.
BG	46-B	<b>Board-Staff Communications</b> (also GBD) Policy and Legal References updated.
ВНД	49-B	School Board Member Compensation and Benefits Policy and Legal References updated.
ВНЕ	50-B	School Board Member Liability Insurance Policy updated.
СВА	3-C	Qualifications and Duties for the Superintendent Policy updated. Legal References updated based on amendments to Board of Education regulations that became effective in August, 2018.
DGC	5-D	School Activity Funds Policy and Legal References updated.
DJB	13-D	School Activity Funds Policy updated to reflect Legal Reference.
DLB	22-D	Salary Deductions Policy updated.
DM	28-D	Cash in School Buildings Legal References updated.

DO	31-D	Non-Locally Funded Programs Policy updated.
EBCD	50-E	School Closings Policy updated.
ECA	52-E	<b>Inventory and Reporting of Loss or Damage</b> Policy updated.
ECAB	53-E	Vandalism Policy and Legal References updated.
EDC	55-E	Authorized use of School-Owned Facilities and Materials Title of Policy, Policy and Legal References updated.
EF	62-E	Food Service Management Legal References and Cross References updated.
EFD	67-E	Food Sanitation Program Cross References added.
EI	74-E	Insurance Management Legal References updated.
ET	<b>75-E</b>	Educational Technology Foundations and Public School Foundations Policy, Legal References and Cross References updated.
GAA	75-E 5-G	Foundations
		Foundations Policy, Legal References and Cross References updated.  Staff Time Schedules Policy and Legal References updated to reflect amendments to Board of Education regulations that
GAA	5-G	Foundations Policy, Legal References and Cross References updated.  Staff Time Schedules Policy and Legal References updated to reflect amendments to Board of Education regulations that became effective January 11, 2018.  Staff Compensation Procedures
GAA	5-G 33-G	Foundations Policy, Legal References and Cross References updated.  Staff Time Schedules Policy and Legal References updated to reflect amendments to Board of Education regulations that became effective January 11, 2018.  Staff Compensation Procedures Policy, Legal Reference and Cross References updated.  Board-Staff Communications
GBC GBD (also BG)	5-G 33-G 36-G	Foundations Policy, Legal References and Cross References updated.  Staff Time Schedules Policy and Legal References updated to reflect amendments to Board of Education regulations that became effective January 11, 2018.  Staff Compensation Procedures Policy, Legal Reference and Cross References updated.  Board-Staff Communications Policy and Legal References updated.  Staff Gifts and Solicitation

IAA	6-I	Notification of Learning Objectives Policy and Cross References updated.
IB	7-1	Academic Freedom Policy updated.
IGAE/IGAF	30 30-I	Health Education/Physical Education Policy updated to reflect amendments to Va. Cod 22.1- 253.13:1 by HB 357 from the 2016 General Assembly which became effective in 2018. Legal References updated.
IGAI	24-1	Character Education Cross Reference updated.
IGAK	26-1	Alternatives to Animal Dissection Policy updated.
IIA	55-l	Instructional Materials Policy and Legal References updated.
IIAB	58-i	Supplementary Materials Selection and Adoption Legal References updated.
IKF	89-I	The Virginia Assessment Program and Graduation Requirements Legal References updated.
IKFA ·	<b>104-</b> I	Locally Awarded Verified Credits Policy and Legal Reference updated to reflect adoption of revised BOE Guidelines for Standard Diploma Credit Accommodations for Students with Disabilities in September 2018.
IKH	<b>109-</b> I	Retaking SOL Assessments Policy and Legal References updated.
JECB	34-J	Admission of Nonpublic School Students for Part-Time Enrollment Policy and legal References updated.
JHCA	125-J	Physical Examinations of Students Policy updated.
JHCCA	132-J	Blood Borne Contagious of Infectious Diseases Policy and Cross References updated.

JHCCA-E	133-J	Guidelines for School Attendance for Students with Human Immunodeficiency Virus Guidelines updated.
JL	163-J	Fundraising and Solicitation Policy and Cross References updated.
КВА	5-K	Requests for Public Records Policy and Cross References updated.
KBA-F1	13-K	Request for Public Records  Form updated to reflect recent opinion of the FOIA  Council.
KBA-R	10-K	Requests for Public Records  Title and Cross References updated.  Policy updated to reflect recent opinions of the FOIA
KGA	29-К	Sales and Solicitations in Schools Policy and Cross References updated.

#### **Explanation of Revisions – May 2019 Policy Update**

Policy Code	Page	Revision
BBFA	10-B	Conflict of Interests and Disclosure of Economic Interests Policy updated to reflect amendment of Va. Code § 22.1-3119 by SB 1491. Policy and Legal Reference updated to reflect enactment of Va. Code § 2.2-3132 by SB 1430.
BDCA	33-В	Calling and Certification of Closed Meetings Policy and Legal References updated to reflect amendment of Va. Code § 2.2-3714 by SB 1554.
BDDF	40-B	Voting Method Policy updated.
DL	21-D	Payroll Procedures Policy updated to reflect amendment of Va. Code § 22.1-296 by HB 1652/ SB1005.
EB	4-E	School Crisis, Emergency Management and Medical Emergency Response Plan Policy updated to reflect amendment of Va. Code § 22.1-279.8 by HB 1737/SB1220. Cross References updated.

EBB	14-E	Threat Assessment Teams Policy updated based on amendment to Va. Code § 22.1-79.4 by HB 1734/SB 1213.
EBCB	48-E	Safety Drills Policy updated to reflect enactment of Va. Code § 22.1-137.3 by HB 1732/SB1215.
EBCBA	49-E	Electronic Room Partitions  NEW POLICY reflecting the amendment of Va. Code § 22.1-138 by HB 1753.
EFB	63-E	Food Services Policy title updated. Policy and Legal Reference updated to reflect enactment of Va. Code § 22.1-207.2:1 by HB 2400. Cross References updated.
FEA	5-F	Educational Facilities Specifications Policy updated to reflect amendment of Va. Code § 22.1-138 by HB 1725.
FEG	8-F	Construction Planning Policy updated to reflect amendment of Va. Code § 22.1-140 by HB 1738.
GA	4-G	Personnel Policies Goals Legal References and Cross Reference updated.
GAE	17-G	Child Abuse and Neglect Reporting Policy code updated. Policy updated to reflect second enactment clause of HB 683 (2104). Legal References and Cross References updated.
GBEC/JFCH/KGC	45-G	<b>Tobacco Products and Nicotine Vapor Products</b> Policy renamed and updated to reflect amendment of Va. Code §§ 22.1-79.5 and 22.1-279.6 by HB 2384/SB 1295 Legal References updated.
GBECA		Electronic Cigarettes Policy deleted. Content is now covered in Policy BEC/JFCH/KGC Tobacco Products and Nicotine Vapor Products
GCCB	106-G	Employment of Family Members Policy updated to reflect amendment of Va. Code § 22.1-3119 by SB 1491.

GCDA	108-G	Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect Legal References updated.
IC/ID	8-I	School Year/School Day  4 <sup>th</sup> paragraph in Make Up Days section added to reflect amendment of Va. Code § 22.1-98 by HB 2124/SB 1269.  New language in footnote in School Calendar section added to reflect amendment of Va. Code § 22.1-79.1 by HB 1652/SB 1005 and enactment of Acts 2019, c. 637 by HB 2140.
IGAD	18-l	Career and Technical Education Policy updated to reflect amendment of Va. Code § 22.1-227.1 by HB 1729 and amendment of Va. Code § 22.1-253.13:1 by HB 2123.
IGAG	21-1	Teaching About Drugs, Alcohol and Tobacco Policy updated to reflect amendment of Va. Code §22.1-206 by HB 1881. Legal References and Cross References updated.
IGAH	22-I	Family Life Education Policy Updated to reflect amendment of Va. Code § 22.1- 207.1:1 by HB 2205, SB 1141 and SB 1159. Policy and Legal References updated to remove references to Board of Education Guidelines.
IGAI	<b>24-I</b>	Character Education Policy updated to reflect enactment of Va. Code § 22.1-207.2:1 by HB 2107.
IGBF	<b>40-I</b>	English Learners Policy and Legal References updated to reflect amendment of Va. Code § 22.1-253.13:4 by HB 442 by 2018 General Assembly. The 2018 amendment had a delayed effective date and become effective July 1, 2019. Cross References updated.
IGBGA	<b>45-I</b>	Online Courses and Virtual School Programs Policy and Cross References updated.
JEB	21-J	Entrance Age/Admission of Persons Not of School Age Policy Updated.
JEC	23-J	School Admission Policy updated to reflect amendment of Va. Code § 22.1-3 by HB 1623/SB 1249 and amendment of Va. Code § 22.1-3 by HB 2297.

JFC-R	48-J	Standards of Student Conduct Regulation and Legal References updated to reflect amendment of Va. Code § 22.1-279.6 by HB 2384.
JFCE	83-J	Gang Activity or Association Policy and Cross References Updated.
JFCF	84-J	<b>Drugs in School</b> Policy updated to reflect repeal of Va. Code § 18.2-248.1: by HB 1112 (2014).
JFCH/GBEC/KGC	86-J	<b>Tobacco Products and Nicotine Vapor Products</b> Policy updated to reflect amendment of Va. Code §§ 22.1-79.5 and 22.1-279.6 by HB 2384. Legal References updated.
JFG	91-J	Search and Seizure Policy updated to reflect enactment of Va. Code § 22.1-280.2:3 by 1733/SB1214.
JHCF	145-J	Student Wellness Policy updated based on conversations with the Virginia Department of Education.
ЈНСН		School Meals and Snacks Policy DELETED based on conversations with the Virginia Department of Education. Content moved to Policy EFB Food Services and JHCF Student Wellness.
JHG/GAE		Child Abuse and Neglect Reporting Policy deleted to complete move to G section.
JHH	153-J	Suicide Prevention  Policy updated to reflect enactment of Va. Code § 22.1-207.2:1 by HB 2107.  Policy updated to remove reference to BOE Guidelines.
JJAC	154-J	Student-Athlete Concussions Title of policy updated. Policy updated to reflect amendments to Va. Code § 22.1-271.5 by HB 1930.
JJAC-R	156-J	Scott County Schools Head Concussion Policy Regulation updated.
JO	168-J	Student Records  Policy updated to reflect amendment of Va. Code § 22.1-287.1 by HB 2449 and enactment of Va. Code § 22.1-279.3:2 by HB 1997. Legal References and Cross References updated.

JOB (previously KFB)	185-J	Administration of Surveys and Questionnaires Policy moved to J section. Policy and Cross References updated.
JP	193-J	Student Publications Policy and Cross references updated.
КВ	4-K	Public Information Program Cross Reference updated.
КВА	5-K	Requests for Public Records Policy and Legal References updated to reflect amendment of Va. Code § 2.2-3714 by SB 1554.
КВЕ	16-K	Internet Privacy Policy updated to reflect unavailability of authority previously relied on as a reference.
KF	21-К	Distribution of Information/Materials  First paragraph of policy updated for clarification.  Second paragraph of policy updated to reflect amendment of Va. Code §§ 22.1-79.5 and 22.1-279.6 by HB 2384/SB1295.  Legal References updated.
KFB (now JOB)	185-J	Administration of Surveys and Questionnaires Policy moved to J section. Policy and Cross References updated.
KG	23-К	Community Use of School Facilities Cross References updated.
KGB	30-К	Public Conduct on School Property Policy, Legal References and Cross References updated to reflect amendment of Va. Code § 22.1-79.5 by HB 2384.
KGC/GBEC/JFCH	31-K	<b>Tobacco Products and Nicotine Vapor Products</b> Policy updated to reflect amendment of Va. Code §§ 22.1-79.5 and 22.1-279.6 by HB 2384. Legal References updated.
КН	32-К	Public Gifts to the Schools Policy updated to reflect content of Legal Reference.
КЈ	33-К	Advertising in the Schools Policy Updated.
KLB-E	40-L	Request for Reconsideration of Learning Resources Exhibit updated.

KNAJ	48-K	Relations with Law Enforcement Authorities Policy updated to reflect enactment of Va. Code § 22.1-280.2:3 by HB 1733. Legal References updated.
KQ.	92-K	Commercial, Promotional and Corporate Sponsorships and Partnerships Policy updated to reflect amendment of Va. Code §§ 22.1-79.5 by HB 2384/SB 1295.
rc	6-L	Charter Schools Policy and Legal References updated to reflect amendment of Va. Code § 22.1-3 by HB 1623/SB1249. Cross References updated.

#### Explanation of Revisions - July 2019 Policy Update

Policy Code	Page	Revision
IKEC-R	84-i	<b>Grading System</b> Regulation updated.
IKG-R	106-1	Honors, Awards, and Class Rank Regulation updated.
JED-R	39-J	Student Absences/Excuses/Dismissals Regulation updated.

### **Authorization for Direct Deposit-Employee Form**

This authorizes Scott County School Board to send credit entries (and appropriate debit and adjustment entries (our) account(s) indicated below and to other accounts I (we	ries), electronically or by any other commercially accepted method, to e) identify in the future (the "Account"). This authorizes the financial
institution holding the Account to post all such entries.	). This authorizes the financial
□ School □ Cafeteria	
Account #1	
Account #1 Type (check one):  Checking Savings	
, Juliango	$\varphi = \lambda \epsilon$
Employee Bank Name	-
Bank Routing # (ABA#)	Account #
	11000alit #
Percentage of Dollar Amount to be Deposited to This Account	-
Account #2 (remainder to be deposited to this account)  Account #2 Type (check one):   Checking  Savings	
Savings	80
Employee Bank Name	=
Proyec Bank 14anie	
Bank Routing # (ABA#)	
	Account #
Please attach a voided che	
This authorization will be in effect until the company receives a opportunity to act on it.	written termination notice from myself and has a reasonable
gnature	☐ I elect not to participate in Direct Deposit
inted Name	
nployee ID#	Date
MPORTANT: This document must be signed by employees required their employer. Employees must attach a voided check for each ank routing numbers.	questing automatic deposit of paychecks and retained on file ch of their accounts to help verify their account numbers and
nployee: Please fill out and return to your employer.	Employer: Please save for your files only

Employer: Please save for your files only.

#### Borden Dairy Company of Kentucky, LLC



July 10, 2019

Ms. Jennifer Frazier Food Service Director Scott County Schools 340 E. Jackson Street Gate City, VA 24251

Re: Renewal 2018-2019 School Term

Dear Ms. Frazier:

Borden Dairy of Kentucky is pleased to extend the current Dairy Bid for the 2019-2020 school year (August 1, 2019 – July 31, 2020). All terms and conditions of the current bid contract will be honored for this term.

We thank you for the opportunity to serve your students for another school year. Please do not hesitate to contact us with any questions you may have.

Please sign and date in the space below to confirm your approval and return to me.

Regards,

Mark Warmoth Sales Director Mid-South Zone

Mark Warmoth

Borden Dairy Company of Kentucky LLC

Jennifer Frazier, Food Service Director

Scott County Schools VA

7-10-2019

Date

Date

#### SCOTT COUNTY VIRGINIA SCHOOLS

SCHOOL BOARD MEMBERS

Linda D. Gillenwater Larry L. Horton Gail L. McConnell William R. Quillen, Jr. L. Stephen Sallee, Jr. David M. Templeton



**DIVISION SUPERINTENDENT** 

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

Fax: (276) 386-2684

## SCOTT COUNTY SCHOOL NUTRITION

CAFÉ MEAL PRICES: 2019-20

High/Middle School Breakfast	Adult Breakfast	Elementary Breakfast	Elementary Lunch	High/Middle School Lunch	Adult Lunch
\$1.10	\$2.15	\$1.05	\$2.05	\$2.35	\$3.75



USDA is an equal opportunity employer

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START

#### HEAD START FINANCIAL REPORT GRANT #03CH3469-05 (1/1/19-12/31/19)

M	AY	20	)19
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	T-180		04 2 1 4 2 1 1	entire la	The second second	_			PVI	AT ZUTS
REVENUE			CURRENT MONTH		YTD		APPROVED FUNDING	U	NCOLLECTED FUNDING	oz.
Federal Funds			92,220,93		501,800,79	_	1 225 404 00	-		%
USDA				<del> </del>	The same of the sa		1,325,484.00		823,683.21	62%
			32,599.58	i i i	61,080.44		-	i	- 5	
Donations, Other Revenue			-	1	831.42		use on the part of the part of the party of	to make a mark	to a security and provide the contract of the	
	TOTAL	\$	124,820,51	\$	563,712.65	¢	1,325,484.00	-	000 000 01	
		•		Ψ	000,1 12.00	do.	1,323,404.00	- P	823,683,21	62%

TOTAL	\$ 124,190,18	563,062.01	\$ 1,387,395.86 \$	824,333.85	59%
Training	3,806.38	7,357.20	20,399.00	13,041.80	64%
Assoc. Dues & Fees	1,117.11	1,387.11	1,840.00	452.89	25%
Health Examinations		72.91	250.00	177.09	71%
Discretionary Funds	107.05	372.87	3,300.00	2,927.13	89%
Field Trips		The state of the s	1,000.00	1,000.00	100%
Health Services	THE RESERVE TO A SECRETARY OF PERSONS ASSESSED.	171.24	3.125.00	2,953.76	95%
Publications, Ads, & Printing	1,269.09	5,752.24	14,500.00	8,747.76	60%
Audit Fee (Accounting & Legal)	From the speciment of the property of the speciment of th	=	2,750.00	2,750.00	100%
Parent Activities	107.97	554.49	3,500.00	2.945.51	84%
Local Travel	262.62	687.16	2,300.00	1,612.84	70%
Maintenance & Repair	1,888.88	3,924.65	20,000.00	16,075.35	80%
Child Liability Insurance	The second of th	VALUE A Tributation of Committee and Committee of Committ	740.00	740.00	100%
Telephone	1,119.38	5,259.94	14,400.00	9,140.06	63%
Utilities	2,161.68	7,092.94	21,000.00	13,907.06	50% 66%
Rent	800.00	4,800.00	9,600.00	4,800.00	E00/
THER	The state of the second state of the second	- control of the St.	E. C.	1,070.00	67%
Mental Health Services	270.00	825.00	2.500.00	1,675.00	670/
ONTRACTUAL	114.40	400.21	2,000.00	1,599.79	80%
Janitorial Supplies	12.45 114.45	63.46	1,500.00	1,436.54	96%
Medical & Dental Supplies	46.97	5,736.66	23,880.42	18,143.76	76%
Educational Supplies	133.12	133.12	2,000.00	1,866.88	93%
Food Service Supplies	14,339.55	42,175.02	67,550.44	25,375.42	38%
Food Supplies	14 220 55	59.74	1,000.00	940.26	94%
Postage	822.53	3,000.60	8,000.00	4,999.40	62%
Office Supplies	000 00	- br be-redire, adv. Anter grat valida lik Charles (RODE) or Description (Springer on red	The device of the second of th	- Service	
SUPPLIES	the statement of the Contract of the Alaska Andrews of December 21 to 1.	The same of the control of the second section of the	1,500.00	1,500.00	1009
Out of Town Travel	designation to their every environments their distribution of the second second	The board and designation of a state of the second and the second of the	No. 10 Form spin of 10 processors in Supplies in Supplies, and processors of the Supplies of t	n or that an har is, in 1,500 in which it they will be considered to the constraint of the constraint	F. da. bile grydryg syng sty
RAVEL	24,765.94	126,061.47	319,785.00	193,723.53	61%
Fringe	71,045.01	347,173.98	838,976.00	491,802.02	59%
Payroll Expenses	A SECOND OF MICH. SECOND SECOND OF A PARTIE OF A SECOND SE	ar ti dira dali sak sak sangaranya kalangangangangan dalikan adalah nganggan kansas	Market manager - Spanner and Market - Spanner and Market - Spanner		
EXPENSES PERSONNEL	MONTH	YTD	FUNDING	FUNDING	%
	THE RESIDENCE OF THE PARTY OF T		BUDGETED	AVAILABLE	

IN-KIND (NON-FEDERAL SHARE)	CURRENT MONTH	YTD	IN-KIND BUDGETED	IN-KIND REMAINING	0,
Parents & Volunteer	20,193.26	68,004,17	51,838,00		%
School District	24,032.51	120,295,49	243,750.00	(16,166.17) 123,454.51	-31%
Donations	4,051.15	18,585,43	35,783.00	17,197,57	51%
TOTAL	\$ 48,276.92	206,885.09	\$ 331,371.00	124.485.91	48%

OMINISTRATIVE COST	CURRENT MONTH	YTD	ADMIN. COST BUDGETED	ADMIN. COST REMAINING
Personnel	13,429.31	66,733,71	159,915.00	93,181.29
Travel	and I	-	165.00	165.00
Supplies	93.70	358.00	1,300.00	942.00
Other	2,784.57	11,453.41	31,796.00	20,342.59
TOTAL	16,307.58	\$ 78,545.12	\$ 193,176.00	114,630.88

CONTROL OF THE SECTION AND ADDRESS OF THE PROPERTY OF THE PROP	
MAY ADMIN COOT	And the second of the second s
MAY ADMIN, COST	4 007
	1.0%
YTD ADMIN. COST	
	5.4%

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START HEAD START PROGRAM

#### FINANCIAL REPORT SUMMARIZATION GRANT #03CH3469-05 (1/1/19-12/31/19)

#### **MAY 2019**

REVENUES: \$92,220.93 - Federal Funds \$32,599.58 - USDA Reimbursement (Mar. & Apr.)

#### **EXPENSES:**

#### Personnel

• Payroll/Fringe: Head Start staff (contracted/non-contracted) payroll & fringe benefits.

#### **Supplies**

- Office Supplies: General expenses for program.
- Food Supplies/Food Service Supplies: USDA meals purchased for centers & non-food meal preparation supplies.
- Educational Supplies: General expenses for program.
- Medical & Dental Supplies: General expenses for program.
- Janitorial Supplies: General expenses for program.

#### Contractual

Mental Health Services: March services.

#### Other

- Rent: Office rent, June.
- Utilities: Utility service for centers & HS office.
- Telephone: Telephone/internet service for office & centers.
- Maintenance & Repair: Routine maintenance fees for centers.
- Local Travel: Gasoline for program vehicles & mileage reimbursement to staff.
- Parent Activities: Mileage reimbursement & refreshments for policy council meetings.
- Publications, Ads, & Printing: Copier contracts for office & centers.
- Discretionary Funds: Reimbursements to education staff for classroom supplies.
- Association, Dues, & Fees: Pre employment fees, Job advertising fees, Health permit, & NHSA membership fees.
- Training: Pediatric First Aid/CPR training fees, CDA application fees, ETSU conference fees, out of town lodging/meals for training, Director's Council registration fees, & Pre-K recertification exam.

In-Kind Match: \$48,276.92. The remaining in-kind for the budget period is 38%.

Administrative Costs: \$16,307.58. The year-to-date administrative cost is 5.4%, not to exceed 15%.

Credit Card Expenses: \$4,337.83. See attached credit card expense report.

# Custom Transaction Detail Report May 2019 Scott County Public School Head Start

		INICA TOUR		
Maille	Memo	Account	Debit Cr	Credit Balance
Bank of America-Platinum Plus	61697-2820 pre-k recentification tests	30 3000		
Bank of America-Platinum Plus	gas out of town travel	20-3800 Training	25.40	-250.00
Bank of America-Platinum Plus	1008-CDA initial application fees	20-3800 Training	35.12	-285.12
Bank of America-Platinum Plus	29079806-2821-pediatric first sid/cor	20 2000 Harring	425.00	-710.12
Bank of America-Platinum Plus	1013&1014 Indaing food for out of them to it.	20-3800 · Training	30.00	-740.12
Bank of America-Platinum Plus	3895 3884 3882 4682 VA S	20-3800 · Training	638.66	-1,378.78
Bank of America Distinct	3003,3004,3883/4692-VA Director's Council 2019	20-3800 · Training	855.00	-2,233.78
Book of Amorina District Distr	1018-first aid/cpr training	20-3800 · Training	30.00	-2,263.78
Dails of America-Platinum Plus	1020-resource books for TPOT	20-3800 · Training	287.72	-2,551.50
pank of America-Platinum Plus	4695-ETSU early childhood conference 2019	20-3800 · Training	945.00	-3,496,50
pank of America-Platinum Plus	quickbooks monthyly subscription May 2019	6001 · Office Supplies	141.00	-3.637.50
bank of America-Platinum Plus	1012-food supplies	6002 · Food Supplies	28.95	-3.666.45
bank of America-Platinum Plus	1012-medical supplies	6004 · Medical & Dental Supplies	12,45	-3.678.90
pank of America-Platinum Plus	1012-educational supplies	6013 · Educational Supplies	46.97	-3.725.87
bank of America-Platinum Plus	1005-Bleach Strips	6002A · Food Service Supplies	32.00	-3.757.87
Bank of America-Platinum Plus	meal for out of town training	20-3800 · Training	7.19	-3,765.06
Bank of America-Platinum Plus	meal for out of town taining	20-3800 · Training	13.47	-3,778.53
Don't of America-Platinum Plus	meal for out of town training	20-3800 · Training	10.70	-3,789.23
Bank of America-Plaunum Plus	meal for out of town training	20-3800 · Training	4.91	-3,794.14
	working lunch	20-3800 · Training	59.48	-3,853.62
Book of America-Flatinum Flus	26914634-1-2817-lodging fees to attend fiscal training	20-3800 · Training	111.28	-3,964.90
Control of America-Flatinum Flus	CCR analytics for surveys	5201 · Postage	19.05	-3,983.95
	stamps	5201 · Postage	330.00	-4,313.95
	7342-1030-vegetabel plants for raised gardens	6013 · Educational Supplies	23.88	-4,337.83
			4,337.83 0.1	0.00 -4,337.83

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START

#### **EARLY HEAD START FINANCIAL REPORT**

GRANT #03HP00004902 (9/1/18-8/31/19)

AV. TOTAL STREET	SALES OF THE PARTY OF	No.		Same a	eri e di					MAY 2019
REVENUE			URRENT MONTH		YTD		APPROVED FUNDING		UNCOLLECTED FUNDING	0/
Federal Funds			21,851.37		230,648.54		378,506.00	1	147,857,46	%
USDA			4,843.31	-	17,515.05	1	-	e Georgia, e	147,007.40	39%
Donations, Other Revenue			-	1	983.00	1	allicetantes i treat vide generale partir l'unité l'unité c'en c'éléphone de la comme comme		establishment and the 1/21 to the half-office ordering Majori and the	-
	TOTAL	\$	26,694.68	\$	249,146.59	\$	378,506.00	\$	147,857,46	39%

EXPENSES PERSONNEL	CURRENT MONTH	YTD	BUDGETED FUNDING	AVAILABLE FUNDING	%
Payroll Expenses	16 900 05	and a re-sempre commence and a sempre.	ند د از دند ندام ، کانون شاه به کارشوال بودو د کار در		
Fringe	16,893.25	152,035.75	202,403.00	50,367.25	25%
RAVEL	4,737.81	51,104.11	93,348.00	42,243.89	45%
Out of Town Travel	Heat discolarments on object payments of the fines of their record payments of the fines of the	Authorized, organization for contrasting processing processing from the contrast processing from the co	1,000.00	1,000.00	1009
Office Supplies	And the second of the second o	there covering all the party acrossed responsible to the trivalence party, i. per a streaming break angle and	and the same and t	TO THE SECURE OF SECURE AND ADDRESS OF THE PERSON OF THE SECURE AND ADDRESS OF THE PERSON OF THE SECURE AND ADDRESS OF THE SECURE ADDRESS OF THE SECURE AND ADDRESS OF THE SECURE ADDRESS OF THE SECURE AND ADDRESS OF THE SECURE ADDRESS OF THE SECURE AND ADDRESS OF THE SECURE ADDRESS OF THE SECURE ADDRESS	
Postage	Self-be-organization in graph a special constitution of the section of the sectio	394.81	3,000.00	2,605.19	87%
Food Supplies	The second distribution of the second distributi	The same of the contract of th	100.00	100.00	1009
Food Service Supplies	3,656.29	18,508.87	25,144.05	6,635.18	26%
Educational Supplies	10.20	88.41	1,000.00	911.59	91%
Medical & Dental Supplies	70.05	1,240.25	20,983.00	19,742.75	94%
Janitorial Supplies	The companies of the second companies and the	69.52	1,000.00	930.48	93%
CONTRACTUAL	36.95	292.66	1,000.00	707.34	71%
Mental Health Services	60.00	180.00	1,000.00	820.00	82%
Medical & Dental Equipment	* The Control of the	TARREST AT TARREST SERVICES AND ADDRESS AN	and the state of t	The Property of the Control of the C	02/
OTHER	d and the contract of the cont	12,468.96	12,468.00	(0.96)	0%
Rent	all refusion on the system of the sea hade the table on their department of the sea of t	rikilikalanda - nga yanilika dalan yaninggalama sa rang yanili di belandarana.	The second of th	THE THE PARTY AND ADDRESS OF THE PARTY AND ADD	0 /0
Utilities	With the day, or of graph 1/20 collect and depression months is for a	make their two his even arise electrical and the same arise and	The state of the s	Marin also all families, and security to the formula described unique up to present the tell residence to security unique.	0%
Telephone	156.08	1,924.80	4,500.00	2,575.20	57%
Child Liability Insurance	228.64	1,855.73	3,000.00	1,144.27	38%
Maintenance & Repair	man de la company de la compan	_ !	144.00	144.00	100%
Local Travel	1,337.80	3,810.51	6,760.00	2,949.49	44%
Parent Activities	white where the tree particular blanching was pro-particular.	82.33	660.00	577.67	88%
Audit Fee (Accounting & Legal)	53.59	53.59	600.00	546.41	91%
Publications, Ads, & Printing	The second set of the state of the second se	N to reason a state of the stat	1,000.00	1,000.00	100%
Health Services		-	500.00	500.00	100%
Field Trips	_	52.10	1,000.00	947.90	95%
Discretionary Funds	29.00	232.96	4,067.00	3,834.04	94%
Transition	33.16	75.14	1,320.00	1,244.86	94%
Health Examinations		- 1	500.00	500.00	100%
Assoc. Dues & Fees		-	300.00	300.00	100%
Training	222.33	1,108.19	1,500.00	391.81	26%
TOTAL	1,217.24	1,237.24	8,707.00	7,469.76	86%
IUIAL	\$ 28,742.39 \$	246,815.93 \$	397,004.05 \$	150,188.12	38%

IN-KIND (NON-FEDERAL SHARE)		URRENT MONTH		YTD	IN-KIND BUDGETED		IN-KIND REMAINING	.04
Parents & Volunteer	1	6,149.74		52,689,17	73,463.00	SPINSTER.		%
School District		845.15	- Marriaga vy	8,157.37	9.150.00		20,773.83	28%
Donations	1	1,266.72		15,526.26	12,015.00	-	992.63	11%
TOTA	AL \$	8,261.61	\$	76,372.80	\$ 94,628.00	\$	18.255.20	-29%

THE RESERVE OF THE PARTY OF THE	_						·	10
ADMINISTRATIVE COST		URRENT MONTH		YTD		ADMIN. COST BUDGETED	ADMIN. COST REMAINING	10 2
Personnel Travel	-	2,203.33		20,079.36		30,020.00	9.940.64	
Supplies	-	The state of the same and the state of the s	. no. was	alle Capita desen indonésia pressa pressa selektronomiento pro		200.00	200.00	
Other	- B 	645.00	- a special training the	78.96		600.00	521.04	
	A1 &	615.89		1,838.94	i	4,208.00	2,369.06	
101.	AL \$	2,819.22	\$	21,997.26	\$	35,028.00	13,030.74	

MAY ADMIN. COST	0.6%
YTD ADMIN. COST	5.0%

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START EARLY HEAD START PROGRAM

FINANCIAL REPORT SUMMARIZATION GRANT #03HP00004902 (9/1/18-8/31/19)

#### **MAY 2019**

**REVENUES:** \$21,851.37 – Federal Funds; \$4,843.31 – USDA

#### **EXPENSES:**

#### Personnel

Payroll/Fringe: EHS staff (contracted/non-contracted) payroll & fringe benefits.

#### **Supplies**

- Food Supplies: USDA meals purchased for centers & non-food meal preparation supplies.
- Food Service Supplies: Serving utensils for centers.
- Educational Supplies: General program expenses.
- Janitorial Supplies: General program expenses.

#### Contractual

Mental Health Services: March services

#### Other

- Utilities: Utility service for centers.
- Telephone: Telephone/internet service for centers.
- Maintenance & Repair: Routine maintenance charges for centers.
- Parent Activities: Refreshments provided during self-assessment.
- Field Trips: Admission fees to Kingsport Carousel.
- Discretionary Funds: Reimbursement to education staff for classroom supplies purchased.
- Association, Dues, & Fees: Job advertising fees.
- Training: Gasoline & meals purchased during out-of-town training, registration fees for ETSU conference, & educational resources for staff.

In-Kind Match: \$8,261.61. The remaining in-kind for the budget period is 19%.

Administrative Costs: \$2,819.22. The year-to-date administrative cost is 5%, not to exceed

15%.

Credit Card Expenses: \$1,526.22. See attached credit card expense report.

11:27 AM 06/06/19 Accrual Basis

# Scott County Public School Head Start Custom Transaction Detail Report

Name	Memo	May 2019	Account	Debit	Credit	Balance
Powell Valley National Bank	4/29/19-meals during out of town training		20-3800 · Training	42.03		-42.03
Powell Valley National Bank	4/29/19-meals during out of town training		20-3800 · Training	40.05		-82.08
Powell Valley National Bank	4/29/19-gas during out of town training		20-3800 · Training	44.00		
Powell Valley National Bank	4-29-19-meals during out of town training		20-3800 · Training	25.18		-126.08
Powell Valley National Bank	4/29/19-meals during out of town training		20-3800 · Training			-151.26
Powell Valley National Bank	4/29/19-meals during out of town training		20-3800 · Training	48.17		-199.43
Powell Valley National Bank	4/29/19-meals during out of town training			52.93		-252.36
Powell Valley National Bank	4/11/19-ehs-self assessment refreshments		20-3800 · Training	45.83		-298.19
Powell Valley National Bank	1004-infant formula		5505 · Parent Activities	37.04		-335.23
Powell Valley National Bank			6002 · Food Supplies	40.26		-375.49
	2811-Duffield-butterfly garden for classroom		6017 · Discretionary Center Funds	33.16		-408.65
Powell Valley National Bank	1006-serving tongs		6002A · Food Service Supplies	10.20		-418.85
				418.85	0.00	-418.85

Name	Memo	Account	Debit	Credit	Balance
Powell Valley National Bank 1 Powell Valley National Bank 1	1015-educational resources 1016-educational resources	20-3800 · Training 20-3800 · Training	24.49 27.01		-24.49 -51.50
Powell Valley National Bank 1 Powell Valley National Bank 1	4/29/19 meals during out of town training 106668/4694-ETSU early childhood conference 2019	20-3800 · Training 20-3800 · Training	57.55 810.00		-109.05 -919.05
Powell Valley National Bank 1 Powell Valley National Bank 1	1017-infant formula 1002-wipes,diapers, dishwahing liquid	6002 · Food Supplies 6013 · Educational Supplies	118.27 70.05		-1,037.32 -1,107.37
			1,107.37	0.00	-1,107.37

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START

#### HEAD START FINANCIAL REPORT GRANT #03CH3469-05 (1/1/19-12/31/19)

**JUNE 2019** 

		THE RESERVE	THE PERSON NAMED IN	-		-				HAP TO I
REVENUE		CURF MOI			YTD		APPROVED FUNDING	UI	ICOLLECTED FUNDING	%
Federal Funds		12	5,498.98	1	627,299.77	1	1,325,484.00		698,184,23	53%
USDA		1	8,947.39		80,027.83		=	*****	300, 10 1.20	
Donations, Other Revenue			-		831.42		and the state of t		The state of the s	their site of party in comparing the
	TOTAL	\$ 14	4,446.37	\$	708,159.02	\$	1,325,484.00	\$	698,184.23	53%

Field Trips Discretionary Funds Health Examinations Assoc. Dues & Fees Training	TOTAL \$	90.00 44.58 - 2,155.35 <b>125,479.03</b>	171.24 90.00 417.45 72.91 1,387.11 9,512.55 \$ 688,541,04	3,125.00   1,000.00   3,300.00   250.00   1,840.00   20,399.00   \$ 1,406,343.25 \$	2,953.76 910.00 2,882.55 177.09 452.89 10,886.45	95% 91% 87% 71% 25% 53%
Discretionary Funds Health Examinations Assoc. Dues & Fees	Constitution of the state of th	44.58	90.00 417.45 72.91 1,387.11	1,000.00   3,300.00   250.00   1,840.00	2,953.76 910.00 2,882.55 177.09	91% 87% 71%
Discretionary Funds Health Examinations	and the same of th	White the wall did not the terminant the property for the terminant the second state of the second state o	90.00   417.45   72.91	1,000.00   3,300.00   250.00	2,953.76 910.00 2,882.55	91% 87%
Discretionary Funds	Silven and Autorition (see	White the wall did not the terminant the property for the terminant the second state of the second state o	90.00 417.45	1,000.00 3,300.00	2,953.76 910.00	91%
	en a distribution per	White the wall did not the terminant the property for the terminant the second state of the second state o	90.00	1,000.00	2,953.76	of the state of the same
Field Trine			the strains where is the manufacture and the second	A MARIE - THE PARTY AND ADDRESS OF THE PARTY AND ADDRESS OF THE PARTY	Angeles, Aprilled to the Atlanta Contraction were different to delign quality of the delign of the state of t	95%
	3		The state of the s	The second control of	THE PROPERTY OF THE PARTY OF TH	
Health Services	ng	1,935.11	7,687.35	14,500.00	6,812.65	47%
Audit Fee (Accounting & L Publications, Ads, & Printing	egal)	4.000	PART CONTROL OF THE CONTROL OF CONTROL THE CONTROL OF C	2,750.00	2,750.00	100%
		1,223.76	1,778.25	3,500.00	1,721.75	49%
Parent Activities	No. o prospering property	526.37	1,213.53	2,300.00	1,086.47	47%
Local Travel	1	688.24	4,612.89	20,000.00	15,387.11	77%
Maintenance & Repair			A CONTRACT OF THE PROPERTY OF THE PARTY OF T	740.00	740.00	100%
Child Liability Insurance	1	1,112.02	6,371.96	14,400.00	8,028.04	56%
Telephone	presentar a en	1,847.28	8,940.22	21,000.00	12,059.78	57%
Utilities	at -4 agrama.	800.00	5,600.00	9,600.00	4,000.00	42%
Rent	gravitation and a constraint	man du compres del dels dels remandes dels dels dels dels dels dels dels d	THE STREET SECTION AND ADDRESS OF THE SECTION ADDRESS OF THE		the state of the s	
Mental Health Services THER	Cormina de	Martinista i communi de Sua probamer i massas brancos i de discolorio de la composició de l	825.00	2,500.00	1,675.00	67%
ONTRACTUAL	i — resource s		000.20	2,000.00	1,134.77	57%
Janitorial Supplies	3.	465.02	865.23	1,500.00	1,436.54	96%
Medical & Dental Supplies	S	-	63.46	23,880.42	17,755.57	74%
Educational Supplies	E revision to a	388.19	6,124.85	2,000.00	1,282.37	64%
Food Service Supplies	ay in gratier o	584.51	717.63	86,497.83	21,980.25	25%
Food Supplies	person sources	22,342.56	64,517.58	1,000.00	591.21	59%
Postage	Proposition of the	349.05	408.79	8,000.00	4,216.40	53%
Office Supplies	70 Canada 244	783.00	3,783.60	0.000.00	Management for the color of the company of the color of t	THE R. P. LEWIS CO., LANSING,
UPPLIES	f +d7+heymy	277.70	247.45	1,500.00	1,252.55	84%
Out of Town Travel	Farmança que	247.45	047.45	There is no control about the proper may come to be the control of the comprehension of the proper proper times are a proper to	e nd n sociations, our monastropic representation of representations	
RAVEL	d and perspanyo	19,030.03	145,156.56	319,785.00	174,628.44	55%
Fringe	F - province to	19,095.09	417,975.43	838,976.00	421,000.57	50%
Payroll Expenses	- Minday - A	70,801.45	447.075.40	The second secon	terrioris a como mendrojo o planejojojojojem, o planejojojom kaj militorio infrastruktura.	Marine de Proposition de la company
ERSONNEL		MONTH	110	FUNDING	FUNDING	%
EXPENSES		CURRENT	YTD	BUDGETED	AVAILABLE	

IN-KIND (NON-FEDERAL SHARE)	CURRENT MONTH	YTD	IN-KIND BUDGETED	IN-KIND REMAINING	%
Parents & Volunteer		68,004.17	51.838.00	(16,166,17)	-31%
School District	1,232.81	121,528.30	243,750.00	122.221.70	50%
Donations	2,981.92	21,567.35	35,783.00	14,215,65	40%
TOTAL	\$ 4,214.73	211,099.82	\$ 331,371.00	120,271,18	269/

DMINISTRATIVE COST		CURRENT MONTH	YTD	ADMIN. COST BUDGETED	ADMIN. COST REMAINING
Personnel		13,634.06	80,367.77	159,915,00	79.547.23
Travel	was solven	27.22	 27.22	165.00	137 78
Supplies	i i	229.52	587.52	1,300.00	712.48
Other		2,434.62	13,888.03	31,796.00	17,907.97
TO	TAL \$	16,325.42	\$ 94,870.54	\$ 193,176.00	98,305.46

JUNE ADMIN. COST	1.0%
YTD ADMIN, COST	6.5%

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START HEAD START PROGRAM

FINANCIAL REPORT SUMMARIZATION GRANT #03CH3469-05 (1/1/19-12/31/19)

#### **JUNE 2019**

REVENUES: \$125,498.98 - Federal Funds \$18,947.39 - USDA Reimbursement, May

#### **EXPENSES:**

#### Personnel

• Payroll/Fringe: Head Start staff (contracted/non-contracted) payroll & fringe benefits.

#### **Out of Town Travel**

Mileage reimbursement to staff for out of town training.

#### **Supplies**

- Office Supplies/Postage: General expenses for program.
- Food Supplies/Food Service Supplies: USDA meals purchased for centers & non-food meal preparation supplies.
- Educational Supplies: General expenses for program.
- Janitorial Supplies: General expenses for program.

#### Other

- Rent: Office rent, July.
- Utilities: Utility service for centers & HS office.
- Telephone: Telephone/internet service for office & centers.
- Maintenance & Repair: Routine maintenance fees for centers.
- Local Travel: Gasoline for program vehicles & mileage reimbursement to staff.
- Parent Activities: Mileage reimbursement, refreshments for policy council meetings,
   Parent enrichment trip fees, & Spring Fling fees.
- Publications, Ads, & Printing: Copier contracts for office & centers.
- Field Trips: Bays Mountain Park admission fees.
- Discretionary Funds: Reimbursements to education staff for classroom supplies.
- Training: Out of town lodging/meals for training, First Aid/CPR certification, resource books, & Early Childhood Summit registration fees.

In-Kind Match: \$4,214.73. The remaining in-kind for the budget period is 36%.

Administrative Costs: \$16,325.42. The year-to-date administrative cost is 6.5%, not to exceed 15%.

Credit Card Expenses: \$3,163.07. See attached credit card expense report.

1:35 PM 07/15/19 Accrual Basis

# Scott County Public School Head Start Custom Transaction Detail Report

June 2019

Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Bank of America-Platinum Plus	Name
1048-supplies	1056-sup[plies	1053-vacuum cleaner for classroom	Duff 1- Pizza Plus	KPC Butcher Shop-Hot Dogs	spring fling recruitment event	1051-artificial plangs for office	quickbooks subscription fees-June 2019	parent enrichment trip 5/21/19	1042-parent enrichment trip-admission fees	gas for van-circle V	1058-TPOT training	1059-TPOT training	1060-TPOT training	1052-first aid/cpr recertificitation for staff	TPOT training	TPOT taining	TPOT training	TPOT training	TPOT training	Memo												
6002A · Food Service Supplies	6013 · Educational Supplies	6013 · Educational Supplies	6002 · Food Supplies	6002 · Food Supplies	6002 · Food Supplies	6001 · Office Supplies	6001 · Office Supplies	5505 · Parent Activities	5505 · Parent Activities	5501 · Local Travel	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	20-3800 · Training	Account
3,163.07 0.00 -3,163.07	105.14	74.99	44.96	100.27	96.88	15.98	141.00	429.70	396.55	26.01	303.99	344.06	101.33	270.00	29.14	87.07	42.29	24.12	31.10	56.50	43,45	73.40	44.29	26.77	23.50	40.01	41.02	23.00	15.00	34.22	10.99	Debit Credit
-3,163.07 -3,163.07	-3,096.73	-2,991.59	-2,916.60	-2,871.64	-2,771.37	-2,674.49	-2,658.51	-2,517.51	-2,087.81	-1,691.26	-1,665.25	-1,361.26	-1,017.20	-915.87	-645.87	-616.73	-529.66	-487.37	-463.25	-432.15	-375.65	-332.20	-258.80	-214.51	-187.74	-164.24	-124.23	-83.21	-60.21	-45.21	-10.99	Balance

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START **EARLY HEAD START FINANCIAL REPORT**

GRANT #03HP00004902 (9/1/18-8/31/19)

THE STREET STREET	UP SE	130		and the	THE RESERVE		_		JU	NE 2019
REVENUE		(	CURRENT MONTH		YTD		APPROVED FUNDING		UNCOLLECTED FUNDING	
Federal Funds			25,648.76	i i	256,297.30	1	378,506.00	The same		%
USDA			2,678.47	}	20,193.52		010,000.00	<del> </del>	122,208.70	32%
Donations, Other Revenue			=	-	983.00		This maps and repair later as less changes (prophysically a parameter from a million of the following states and the contract of the contract	ļ.,	Sample of the first and Times (a. F.) is up the . And It is the collection of the same and the s	
	TOTAL	\$	28,327.23	\$	277,473.82	\$	378,506.00	\$	122,208.70	32%

	TOTAL \$	28,327.23	\$	277,473.82	\$	378,506.00	\$	122,208.70	32%
		CURRENT	116	NAME OF THE OWNER, OWNE	31	BUDGETED	100	AVAILABLE	STOT HE
EXPENSES		MONTH		YTD		FUNDING			
PERSONNEL						TOMONAG		FUNDING	%
Payroll Expenses		18,890.13	gwaren	170,925.88		000 100 100	Day - Ashra Ye		
Fringe	and company	4,893.23	-	55,997.34		202,403.00		31,477.12	16%
TRAVEL	Mile Han , g	1,000.20	l	33,331.34		93,348.00	. Nichary at us	37,350.66	40%
Out of Town Travel	1 100,000 0	Andrew Science Assessment and State or company, and the	5	uni vide e provinciales de artificia en reppo-a		Birm to Call State Coll Spiriture objects the second majoraly or call.		Service of the sample of the s	- The second of
SUPPLIES	-1 -04 ex	en promote transmit in Authorize States Service States	: 	Duller is introduction and inches	er ir mau	1,000.00	*** * ****	1,000.00	100%
Office Supplies	Comments of the	170.26		ECE 07		E I PROPERTY OF THE PROPERTY O	argente de l'Albanda	THE AND IN THE THE PROPERTY PROPERTY AND ADDRESS OF THE PROPERTY AND ADDRESS.	
Postage	- Parties a	220.00		565.07		3,000.00		2,434.93	81%
Food Supplies	4 fortonio i	2,524.96	44 9-9 C - 70-70 F/-0-4	220.00	The State of particular	100.00	11PM 88-10A.8	(120.00)	-120%
Food Service Supplies		1.49	d    Abort    jogn up	21,033.83		27,822.52	-	6,788.69	24%
Educational Supplies	1	159.89		89.90		1,000.00	-	910.10	91%
Medical & Dental Supplies	 E	139.09		1,400.14		20,983.00		19,582.86	93%
Janitorial Supplies	¥ 4.100-144	107.60		69.52	M mounts op	1,000.00		930.48	93%
CONTRACTUAL		107.00	'n diest' Principa en nome for	400.26		1,000.00		599.74	60%
Mental Health Services	g where he is	20.00	or the constraint of	A Commission of the same	THE PERSON NAMED IN	and the state of t		The state of the s	- Water Street, Street
EQUIPMENT		30.00	m the man and the	210.00		1,000.00		790.00	79%
Medical & Dental Equipment		of day makening and artises to be a second		to the same and the same and the same and		The state of the second part of the state of the state of the second part of the second p		and the second section of the second	AND DESCRIPTION OF THE PARTY AND
OTHER		elle er senet i seurosidus elektrologica perceptionalità per	-	12,468.96		12,468.00		(0.96)	0%
Rent	**** 23 mi	And described the second section of the second section of the second section of the second section sec	See See about	The state of the s			10000000		appear to the state of the same of the sam
Utilities	eminute, a		PORTO A.	THE VALUE OF THE SAME PARKS SHARE SH		- 1	e to don't de't	della camatada para inter aprilabilitati da architegiana par	0%
Telephone	Emple (min.)	73.40	Parameter a court	1,998.20	TIME AND SAN	4,500.00	W W. C. L.	2,501.80	56%
Child Liability Insurance	A Production of the	228.22		2,083.95	r and transit assumption	3,000.00		916.05	31%
Maintenance & Repair	J 317	-	erre to a reaction of participation	- I the second s	and the state of the	144.00	*	144.00	100%
Local Travel	-	451.24		4,261.75	end seizem	6,760.00		2,498.25	37%
Parent Activities	e service and	= {	ENGLISH MATERIA	82.33		660.00	THE OWNER WHEN	577.67	88%
Audit Fee (Accounting & Lega	1			53.59		600.00	Balleman e I (digery)	546.41	91%
Publications, Ads, & Printing	) }	-	of the of their states after sages			1,000.00	and it was delived to	1,000.00	100%
Health Services		- !		- 1		500.00	of the distance of	500.00	100%
Field Trips	E	M III-dam ir attradorum proposata antara (1985)	Water Townson and Advanced	52.10		1,000.00		947.90	95%
Discretionary Funds	-	30.00		262.96		4,067.00	Name ( many organ	3,804.04	94%
Transition	la vacanterior	-	Permane Propries	75.14		1,320.00		1,244.86	94%
Health Examinations	Ministration and Simple	-	-	- 1		500.00	DIES CONTO	500.00	100%
Assoc. Dues & Fees	j.	- }		- }	Toronto de partir de parti	300.00	**************************************	300.00	100%
	ļ	51.25	Orient waters -	1,159.44		1,500.00		340.56	23%
Training		147.75		1,384.99		8,707.00		7,322.01	The State of the Party of the P
тс	TAL \$	27,979.42	\$ 2	74,795.35	\$	399,682.52	\$	124,887.17	84% 31%

IN IZIND							•	,	3170
IN-KIND (NON-FEDERAL SHARE) Parents & Volunteer		CURRENT MONTH		YTD		IN-KIND BUDGETED		IN-KIND REMAINING	02
	1	4,704.63	-	57,393,80		70 100 00	-		%
School District	j-2	the same of the sa	and the chief	Party of the Control	_	73,463.00		16.069.20	22%
Donations TOTAL \$		845.15		9,002.52		9,150.00	147.48		
	Ė	3,013.76	11-17	18,540.02	3	THE THE PROPERTY OF THE RESERVE AND ADDRESS OF PERSONS ASSESSED.		THE PARTY LANDSCOTT STREET, ST	2%
	A IA		_		3	12,015.00		(6,525.02)	-54%
	8,563.54	\$	84,936.34	\$	94,628,00	\$	9 691 66	4004	

ADMINISTRATIVE COST	CURRENT MONTH	YTD	ADMIN. COST BUDGETED	ADMIN. COST REMAINING
Personnel	2,203,33	22,282.69	The state of the s	
Travel		22,202.09	30,020.00	7,737.31
Supplies	to report to recognish her the distinguishment before the	- 1	200.00	200.00
Other	34.05	113.01	600.00	486.99
	234.47	2,073.41	4,208.00	2,134.59
101.	AL \$ 2,471.85 \$	24,469.11	\$ 35,028.00	10,558.89

NA EQ VIGNA BANK, and F. HOME, Schooling Local Trainer System Street Str	
BE DO DOOR	prigns for the beginn town on any other town
I INE ADMINI COST	T and the second of the second of
JUNE ADMIN. COST	O PO/
	0.5%
Court State Court of the Court	. 0.0/0
	Commence of the property of the party of the
YTD ADMIN, COST	
·	5.6%
	5 6%
The state of the s	01070

#### SCOTT COUNTY PUBLIC SCHOOL HEAD START EARLY HEAD START PROGRAM

FINANCIAL REPORT SUMMARIZATION GRANT #03HP00004902 (9/1/18-8/31/19)

#### **JUNE 2019**

**REVENUES:** \$28,327.23 – Federal Funds; \$2,678.47 – USDA (March)

#### **EXPENSES:**

#### Personnel

• Payroll/Fringe: EHS staff (contracted/non-contracted) payroll & fringe benefits.

#### **Supplies**

- Office Supplies/Postage: General program expenses.
- Food Supplies/Food Service Supplies: USDA meals purchased for centers & non-food meal preparation supplies.
- Educational Supplies: General program expenses.
- Janitorial Supplies: General program expenses.

#### Contractual

• Mental Health Services: April services

#### Other

- Utilities: Utility service for centers.
- Telephone: Telephone/internet service for centers.
- Maintenance & Repair: Routine maintenance charges for centers.
- Field Trips: Admission fees to Bays Mountain Park.
- Association, Dues, & Fees: Pre-employment screening fees & annual food permit.

• Training: Pediatric First Aid/CPR for staff.

In-Kind Match: \$8,563.54. The remaining in-kind for the budget period is 10%.

Administrative Costs: \$2,471.85. The year-to-date administrative cost is 5.6%, not to exceed 15%.

Credit Card Expenses: \$527.64. See attached credit card expense report.

07/15/19 Accrual Basis

# Custom Transaction Detail Report June 2019

Name	Memo	Account	Debit	Credit	Baiance
Powell Valley National Bank Powell Valley National Bank Powell Valley National Bank Powell Valley National Bank	1054-pediatric first aid/cpr for 5 staff 112-3368372-5601840 1039-Stamps 1027-diapers, wipes, sunscreen	20-3800 · Training 20-3800 · Training 5201 · Postage 6013 · Educational Supplies	150.00 220.00 159.89 <b>529.89</b>	2.25	-150.00 -147.75 -367.75 -527.64