

SCOTT COUNTY SCHOOL BOARD

NOVEMBER 1, 2022

MINUTES OF REGULAR MEETING

The Scott County School Board met for a regular School Board meeting on Tuesday, November 1, 2022, at 6:30 p.m. at the Scott County Career & Technical Center, 387 Broadwater Avenue, Gate City, VA 24251 with the following members present:

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

ABSENT: None

OTHERS PRESENT: Jason Smith, Assistant Superintendent; Kim Henderson, Clerk of the Board/Purchasing Clerk; Sherri Christian, Deputy Clerk/Medicaid Specialist; Will Sturgill, School Board Attorney; David Hartley, Heritage TV; Kathy Musick, VPE Representative; Vickie Kith, VEA Representative; Gabe Edmunds, Scott County Virginia Star and Courtney Bolling, School Nurse Coordinator.

CALL TO ORDER/MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE: Chairman David Templeton called the meeting to order at 6:30 p.m. and welcomed everyone. He asked everyone to please stand for the moment of silence and led in reciting the *Pledge of Allegiance*.

ITEMS TO ADD TO THE AGENDA: Chairman David Templeton asked if there were any changes to be made to the agenda. There were no additions or changes to the agenda.

APPROVAL OF AGENDA: On a motion by Vice Chairman Steve Sallee, seconded by Mrs. Linda Gillenwater, all members voting aye, the Board approved the agenda as presented.

APPROVAL OF MINUTES FOR OCTOBER 4, 2022 REGULAR MEETING: On a motion by Mr. Gail McConnell, seconded by Mr. Bill Houseright, all members voting aye, the Board approved the minutes of the October 4, 2022 regular meeting as written.

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

School operating fund invoices and payroll in the amount of \$1,270,581.77 as shown by warrants #8135990-8136167 (voided #8135967, 8135973, 8135982-8135983); electronic payroll direct deposit in the amount of \$1,627,279.87 and electronic tax deposits in the amount of \$601,222.20. Cafeteria fund invoices and payroll in the amount of \$252,786.87 as shown by warrants #1020926-1020982 (voided #1020913); electronic payroll direct deposit for cafeteria in the amount of \$51,935.42 and electronic tax deposits in the amount of \$15,383.46. Head Start invoices totaling \$76,170.57 as shown by warrants #23843-23894 (voided #23885).

PUBLIC COMMENT: There was no public comment.

APPROVAL OF PROPOSED OPIOID OVERDOSE POLICY (NARCAN POLICY) BY COURTNEY

BOLLING, NURSE COORDINATOR (APPENDIX A): On a motion by Chairman David Templeton, seconded by Vice Chairman Steve Saltee, all members voting aye, the Board approved the proposed Opioid Overdose Policy (Narcan Policy) (Appendix A) as presented by Courtney Bolling, School Nurse Coordinator.

SUPERINTENDENT'S REPORT: Assistant Superintendent Jason Smith presented the following items on behalf of Superintendent John Ferguson.

APPROVAL OF 2022-2023 1ST SEMESTER, 2ND QUARTER ALLOCATIONS (APPENDIX B): On a motion by Vice Chairman Steve Saltee, seconded by Mr. Gail McConnell, all members voting aye, the Board approved the 2022-2023 1st semester, 2nd quarter school allocations as shown in Appendix B.

APPROVAL OF HEAD START FINANCIAL REPORT, AUGUST 2022 FINAL (APPENDIX C): On a motion by Vice Chairman Steve Saltee, seconded by Mr. Robin Hood, all members voting aye, the Board approved the Head Start Financial Report for August 2022 Final (Appendix C).

APPROVAL OF HEAD START FINANCIAL REPORT, SEPTEMBER 2022 (APPENDIX D): On a motion by Mr. Bill Houseright, seconded by Mr. Gail McConnell, all members voting aye, the Board approved the Head Start Financial Report for September 2022 (Appendix D).

HEAD START DIRECTOR'S REPORT, OCTOBER 2022: Assistant Superintendent Jason Smith presented the October 2022 Head Start Director's Report on behalf of Head Start Director Cindy Raymond. With no comments or questions raised regarding the report, the next agenda item was presented.

CLOSED MEETING: Vice Chairman Steve Saltee made a motion to enter into closed meeting at 6:42 p.m. to discuss teachers, coaches, custodians and cafeteria staff as provided in Section 2.2-3711A (1) 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 closed meeting at 7:12 p.m. with a roll call vote being held and on a motion by Chairman David Templeton, seconded by Vice Chairman Steve Saltee, the Board returned to regular session and 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 Information Act and,

WHEREAS, Section 2.2-3711A (1) 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, Robin Hood and Bill Houseright

NAYES: None

ABSENT: None

ITEMS BY ASSISTANT SUPERINTENDENT JASON SMITH:

PERSONNEL – EMPLOYMENTS

EMPLOYMENTS: On a motion by Mr. Gail McConnell, seconded by Mr. Robin Hood, all members voting aye, the Board approved the employment of James Lamb as non-stipend middle school boys' basketball coach at Rye Cove High School effective October 20, 2022.

On a motion by Vice Chairman Steve Sallee, seconded by Mrs. Linda Gillenwater, all member voting aye, the Board approved the employment of Wanda Hubbard as part time cook effective October 17, 2022.

On a motion by Mrs. Linda Gillenwater, seconded by Vice Chairman Steve Sallee, all members voting aye, the Board approved the employment of Logan Hamilton as custodian effective November 9, 2022.

TERMINATION: On a motion by Vice Chairman Steve Sallee, seconded by Mr. Robin Hood, all members voting aye, the Board terminated Chase Lane, custodian, effective November 8, 2022.

SUBSTITUTES: On a motion by Mr. Bill Houseright, seconded by Mrs. Linda Gillenwater, all members voting aye, the Board approved the list of substitutes as presented.

BOARD MEMBER COMMENTS:

Mrs. Linda Gillenwater wished everyone to have a good election day off and a Happy Thanksgiving.

Vice Chairman Steve Sallee wished everyone a Happy Thanksgiving also.

Mr. Bill Houseright seconded everything the others said.

Chairman David Templeton wished Rye Cove and Twin Springs teams good luck on Friday night and Happy Thanksgiving to everyone.

ADJOURNMENT: With no further business to discuss, the regular meeting of the Scott County School Board was adjourned at 7:15 p.m. The next meeting of the Scott County School Board will be Tuesday, December 6, 2022, at 6:30 p.m. at the Scott County Career and Technical Center.



David Templeton, Chairman



Kim Henderson, Clerk of the Board

APPENDIX INDEX

APPENDIX A – Approval of Proposed Opioid Overdose Policy (Narcan Policy)

APPENDIX B – Approval of 2022-2023 1st Semester, 2nd Quarter Allocations

APPENDIX C – Approval of Head Start Financial Report, August 2022 Final

APPENDIX D – Approval of Head Start Financial Report, September 2022

Suspected Opioid Overdose Policy (Narcan Policy)

I. Introduction:

The purpose of this Scott County School Policy on Suspected Opioid Overdose is to provide best-practice guidelines for responding to overdose in the school setting. It is not intended to supersede the individual prescriptive orders for Naloxone (Narcan) administration contained in the individualized healthcare plans of students with an established need for Naloxone (Narcan) availability. In fact, all students who have had a prior opioid dependence or otherwise identified as with need for Naloxone (Narcan) availability, should have this addressed specifically in an individualized healthcare plan and should provide Naloxone (Narcan) for their personal use to their school.

II. Definition of Suspected Opioid Overdose

Suspected or confirmed opioid overdose consists of respiratory depression evidenced by slow respirations or no breathing and unresponsiveness to stimuli. A suspicion of opioid overdose can be based on presenting symptoms, history of opioid use, reporting by bystanders, school nurse or staff with prior knowledge of opioid use, or nearby medications, illicit drugs or drug paraphernalia. Observation of signs and symptoms of opioid overdose are the first treatment steps of emergent care. Basic Life Support, and reversal of overdose with Naloxone (Narcan) with immediate summoning of emergency medical personnel and emergency transportation to the hospital can reduce the effects of the respiratory distress from suspected opioid overdose.

III. Recognizing and Responding to Opioid Overdose

Opioids include illegal drugs such as heroin, as well as prescription medications used to treat pain, such as morphine, codeine methadone, oxycodone (OxyContin®, Percodan®, Percocet®), hydrocodone (Vicodin®, Lortab®, Norco®), fentanyl (Duragesic®, Fentora®), hydromorphone (Dilaudid®, Exalgo®), and buprenorphine (Subutex®, Suboxone®). Opioids work by binding to specific receptors in the brain, spinal cord, and gastrointestinal tract. In doing so, they minimize the body's perception of pain. However, stimulating the opioid receptors or "reward centers" in the brain also can trigger other systems of the body, such as those responsible for regulating mood, breathing, and blood pressure.

IV. Signs and Symptoms of Suspected Opioid Overdose

Body System	SIGNS AND SYMPTOMS OF AN OPIOID OVERDOSE
Mouth / Throat	Loud, uneven snoring or gurgling noises (death rattle)
Lungs	Shallow, slow breaths (fewer than 10 per minute) or not breathing at all
Skin	Pale, blue or gray, clammy
Heart	Slow or erratic or absence of pulse (heartbeat) Blue Lips or fingertips (from lack of oxygen) Low Blood Pressure
Mental	Unresponsive to stimuli such as noise, shaking, or sternal rub Unconsciousness
Other	Constricted (pinpoint) pupils Body and limbs are limp Drowsy/lethargic Speech infrequent or slurred

V. Treatment for Suspected Opioid Overdose

- A. Attempt to rouse and stimulate the student/patient (perform sternal rub by making a fist; rub your knuckles firmly up and down the breast bone).
- B. Call 911, if other staff members are available request AED and naloxone/NARCAN® be brought to the scene.
- C. If possible, monitor and record respirations, heart rate and blood pressure. Note suspected opiate overdose (as evidenced by pinpoint pupils, depressed mental status, etc.).
- D. If available, administer naloxone/NARCAN®

NALOXONE

- 1. Remove yellow caps from needle-less syringe. Attach the nasal atomizer (applicator) on the top of needle-less syringe. Remove purple cap from prefilled vial of naloxone. Thread vial into needle-less syringe by gently twisting naloxone until you feel it "catch". DO NOT PUSH VIAL INTO SYRINGE. Expel air.
- 2. Tilt the person's head back and spray half of naloxone up one nostril and the other half of naloxone up the other nostril.

IMPORTANT: In an emergency if you do not have the atomizer, you can squirt the naloxone into the person's nose as directed without the atomizer.

NARCAN®

- 1. Peel back package to remove the device. Hold the device with your thumb on the bottom of the plunger and two fingers on the nozzle. Place and hold the tip of the nozzle in either nostril until your fingers touch the bottom of the patients nose. Tilt head back. Press the plunger firmly to release the dose into the patient's nose.

E. Start CPR as necessary.

F. Notify parents and school administrator

G. Allow **1-3 minutes for medication to work**. If there is no change to the person's condition, give another dose of naloxone/NARCAN® as in **Step D** above and continue rescue breathing as necessary.

H. Continue CPR if necessary.

I. Stay with the person until medical help arrives. Notify EMS of naloxone/NARCAN® administration.

J. Notify School Nurse Coordinator of administration of naloxone/NARCAN®

K. Document event on "Report of Suspected Opioid Overdose" form and submit to School Nurse Coordinator.

VI. Standing Order

Standing orders are written to cover multiple people as opposed to individual-specific orders, which are written for one person. Scott County Schools shall designate an authorized medical provider (MD, DO, PA, or NP with prescriptive authority) to prescribe non-student specific naloxone/Narcan® in the school division, to be administered to any **student** having a suspected opioid overdose on school grounds, during the academic day. This order does not cover faculty or guests, only Scott County Students. Standing orders must be renewed annually and with any change in prescriber.

VII. Incident Report of Suspected Opioid Overdose and Naloxone Administration

A "Report of Suspected Opioid Overdose" must be filled out immediately following the incident (see attached form). The person responsible for initiating the completion of this form should be either the 1st Responder who administered the Naloxone or the school Administrator. All parties involved in the rescue shall have input in the completion of this report. Once completed, a copy should be sent to the nurse coordinator, School Board Office, and the original shall be filed in the student's medical records.

VIII. Offsite School Activities

Stock Naloxone (Narcan) is intended for use on school premises and should not be carried offsite. Stock Naloxone (Narcan) can only be administered by personnel who have completed REVIVE training with the Virginia Department of Health. Any suspected Opioid Overdose will require immediate contact with Emergency Medical Assistance.

Report of Suspected Opioid Overdose

Demographics and Health History

Name: _____ School: _____

DOB: _____ Gender: M ___ F ___

Incident Reporting

Date/Time of Occurrence: _____ Vital Signs: BP ___ / ___ Temp ___ Pulse ___ Respirations ___

Location where symptoms started: Classroom ___ Cafeteria ___ Clinic ___ Playground ___ Bus ___
Hallway ___ Gym ___ Office ___ Other _____

Specific drug used (if known) _____

Symptoms: (circle all that apply)

Body System	SIGNS AND SYMPTOMS OF AN OPIOID OVERDOSE
Mouth/Throat	Loud, uneven snoring or gurgling noises (death rattle)
Lungs	Shallow, slow breaths (fewer than 10 per minute) or not breathing at all
Skin	Pale, blue or gray, clammy
Heart	Slow or erratic or absence of pulse (heartbeat) Blue Lips or fingertips (from lack of oxygen) Low Blood Pressure
Mental	Unresponsive to stimuli such as noise, shaking, or sternal rub Unconsciousness
Other	Constricted (pinpoint) pupils Body and limbs are limp Drowsy/lethargic Speech infrequent or slurred

Naloxone / NARCAN® Administration

First naloxone/Narcan® Dose Time Given: _____ Initials of Person giving medication: _____

Second naloxone/Narcan® Dose Time Given: _____ Initials of Person giving medication: _____

Location where naloxone/Narcan administered to patient: Clinic ___ Classroom ___ Gym ___
Playground ___ Bus ___ Office ___ Cafeteria ___ Hallway ___ Other _____

Location of naloxone/Narcan® Storage: Clinic ___ Office ___ Self-Carry ___ Other _____

Naloxone/Narcan® Administered By: RN ___ Unlicensed trained personnel ___ Other _____

Parent/Guardian notified of naloxone/Narcan® administration: Yes ___ No ___ Time: _____

By whom: _____

Disposition

EMS notified at what time: _____ By whom: _____

Transported to hospital ER: Yes _____ No _____ If "NO", reason: _____

If "YES", transferred via: Ambulance _____ Parent/Guardian _____

Student outcome: _____

School Follow-up

Were parents/guardians advised to follow up with student's medical provider? Yes _____ No _____ Unknown _____

Were arrangements made to restock naloxone/Narcan®? Yes _____ No _____

Notes: _____

Signatures

Form completed by: _____
(please print) (Date/Time)

(Signature) (Title)

School Administrator: _____
(Signature) (Date)

2022-23 ALLOCATIONS (1ST SEM, 2ND QTR)

NOVEMBER 1, 2022

	COPIER	REM./INST.	LIBRARY	BUS/TECH	BAND	CUSTODIAL	TOTAL
DPS	\$1,750.00	\$2,400.00	\$350.00			\$3,600.00	\$8,100.00
DES	\$2,000.00	\$1,100.00	\$200.00			\$1,800.00	\$5,100.00
FBPS	\$1,000.00	\$550.00	\$100.00			\$900.00	\$2,550.00
HES	\$1,000.00	\$1,100.00	\$200.00			\$1,800.00	\$4,100.00
NES	\$1,500.00	\$1,925.00	\$300.00			\$3,150.00	\$6,875.00
RCI	\$1,000.00	\$1,375.00	\$225.00			\$2,250.00	\$4,850.00
SES	\$2,750.00	\$4,400.00	\$600.00			\$5,875.00	\$13,625.00
WCES	\$2,125.00	\$2,750.00	\$400.00			\$4,500.00	\$9,775.00
YES	\$1,125.00	\$1,375.00	\$250.00			\$2,250.00	\$5,000.00
GCMS	\$1,700.00	\$2,750.00	\$600.00	\$300.00	\$2,500.00	\$4,500.00	\$12,350.00
GCHS	\$2,500.00	\$5,225.00	\$1,000.00	\$1,200.00	\$5,000.00	\$7,675.00	\$22,600.00
TSHS	\$1,020.00	\$1,650.00	\$450.00	\$750.00	\$3,250.00	\$2,700.00	\$9,820.00
RCHS	\$1,190.00	\$1,925.00	\$450.00	\$750.00	\$3,250.00	\$3,150.00	\$10,715.00
SCCTC	\$1,000.00	\$25,000.00				\$1,750.00	\$27,750.00
TOTAL	\$21,660.00	\$53,525.00	\$5,125.00	\$3,000.00	\$14,000.00	\$45,900.00	\$143,210.00

SCOTT COUNTY PUBLIC SCHOOL HEAD START

FINANCIAL REPORT, AUGUST 2022 - **FINAL**

GRANT AWARDS

<i>Head Start</i> 1/1/22-12/31/22	Funding Type	Operational Funds	Training & TA Funds	Local Match (NFS)	Total Funding
03CH011328-03-00	Continuation	\$1,426,948	\$20,399	\$361,837	\$1,809,184
	Change in Scope	\$136,960	\$8,707	\$36,417	\$182,084
	Total	\$1,563,908	\$29,106	\$398,254	\$1,991,268

<i>Early Head Start</i> 9/1/21-8/31/22	Funding Type	Operational Funds	Training & TA Funds	Local Match (NFS)	Total Funding
03HP000497-01-00	Baseline	\$410,881	\$8,707	\$103,659	\$523,247
	Total	\$419,588	\$8,707	\$103,659	\$523,247

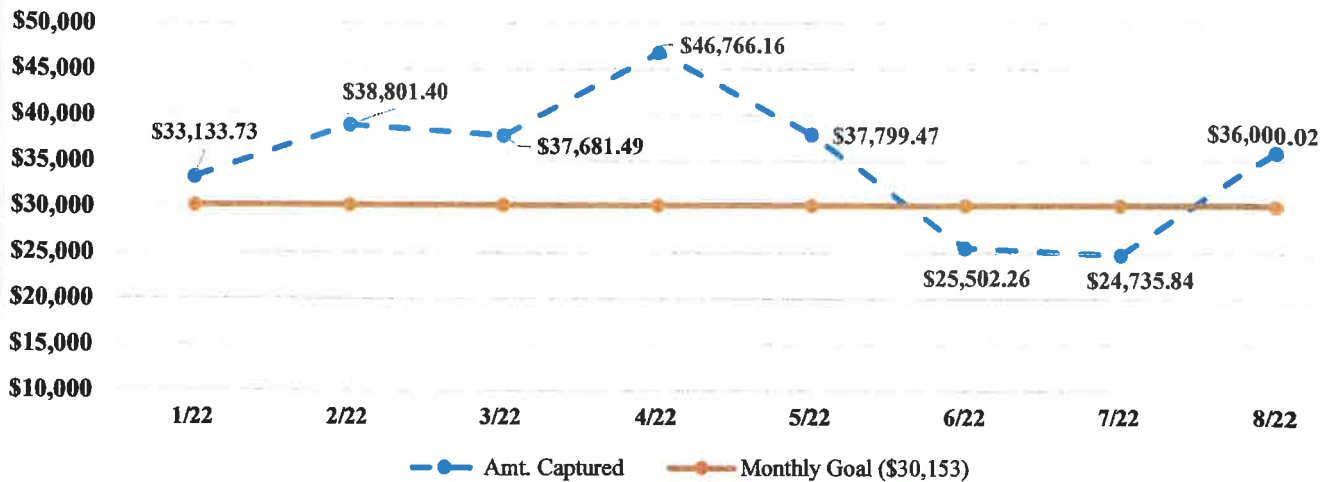
<i>CRRSA/ARP</i> 4/1/21-3/31/23	Funding Type	Operational Funds	Training & TA Funds	Local Match (NFS)	Total Funding
03HE000869-01-00	Supplemental (C5)	\$51,766	\$0	\$0	\$51,766
03HE000869-01-01	Supplemental (C6)	\$205,798	\$0	\$0	\$205,798
	Total	\$257,564	\$0	\$0	\$257,564

NON-FEDERAL SHARE (NFS)

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

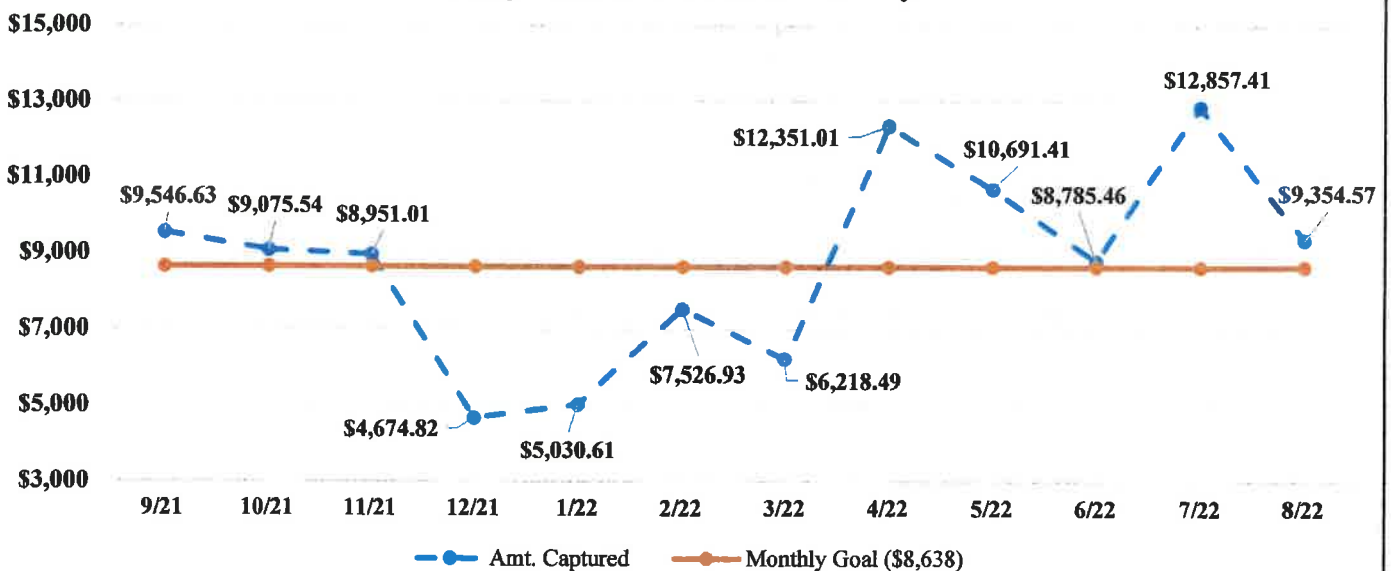
Head Start	Current Month	YTD	Budgeted	Remaining	% Remaining
Parents & Volunteer	\$ 4,077.56	\$ 85,655.55	\$ 105,044.00	\$ 19,388.45	18%
School District	\$ 20,287.23	\$ 159,762.05	\$ 236,373.00	\$ 76,610.95	32%
Donations	\$ 11,635.23	\$ 35,002.77	\$ 20,420.00	\$ (14,582.77)	-71%
Total	\$ 36,000.02	\$ 280,420.37	\$ 361,837.00	\$ 81,416.63	23%

Head Start NFS Trend Analysis



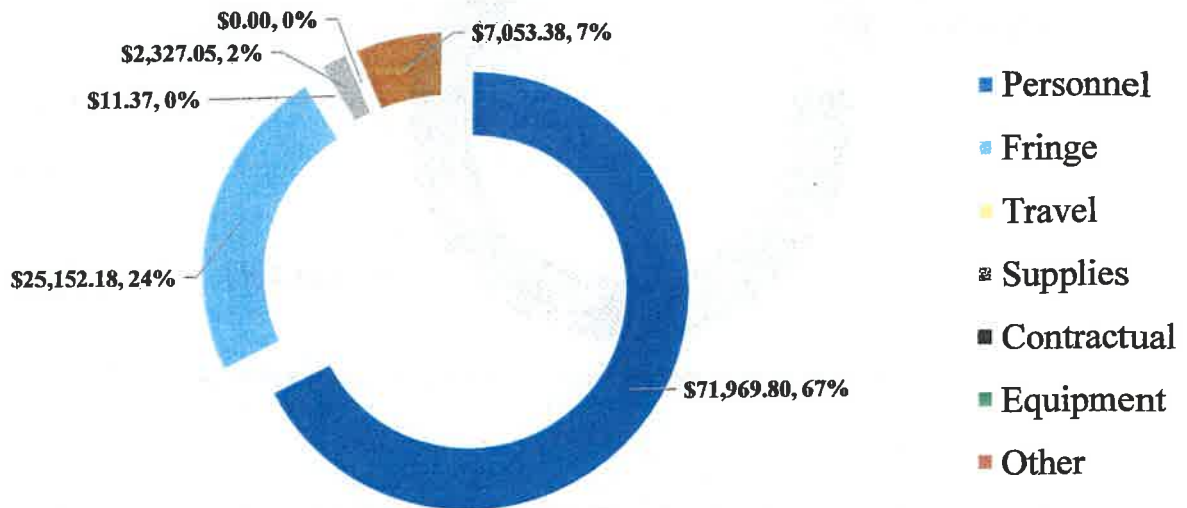
Early Head Start	Current Month	YTD	Budgeted	Remaining	% Remaining
Parents & Volunteer	\$ 6,819.22	\$ 78,707.97	\$ 73,542.00	\$ (5,165.97)	-7%
School District	\$ 901.99	\$ 10,401.59	\$ 10,620.00	\$ 218.41	2%
Donations	\$ 1,633.36	\$ 15,954.33	\$ 19,497.00	\$ 3,542.67	18%
Total	\$ 9,354.57	\$ 105,063.89	\$ 103,659.00	\$ (1,404.89)	-1%

Early Head Start NFS Trend Analysis

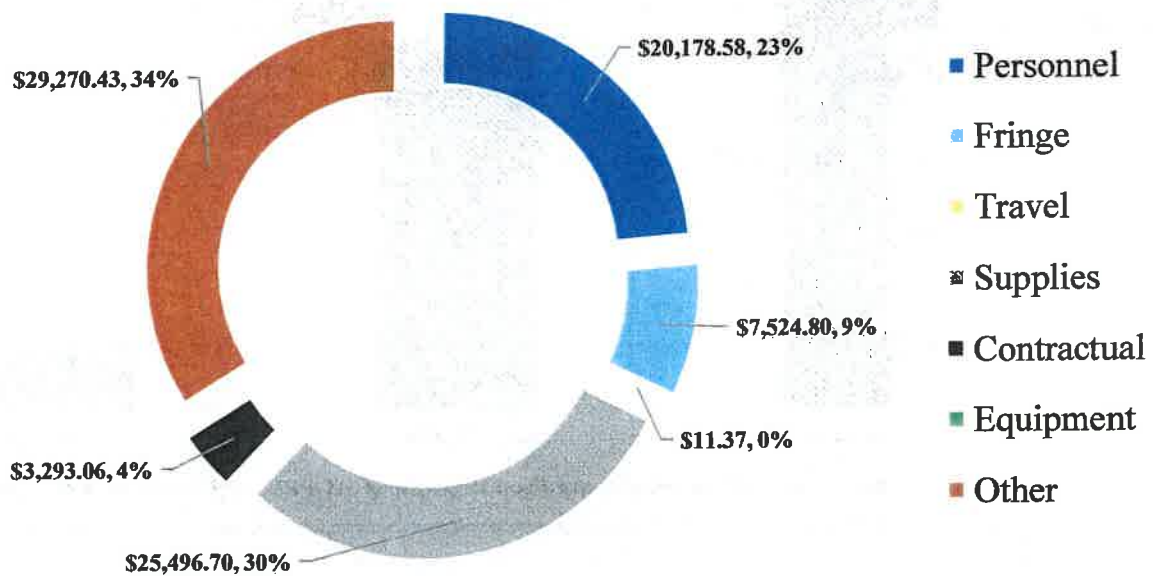


BUDGET SUMMARY

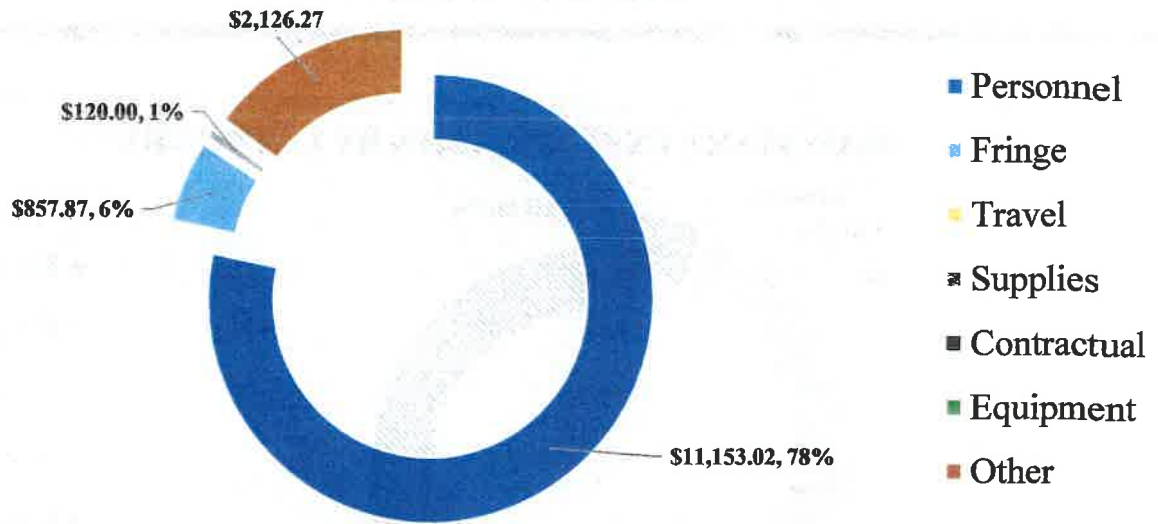
HEAD START EXPENDITURES BY CATEGORY



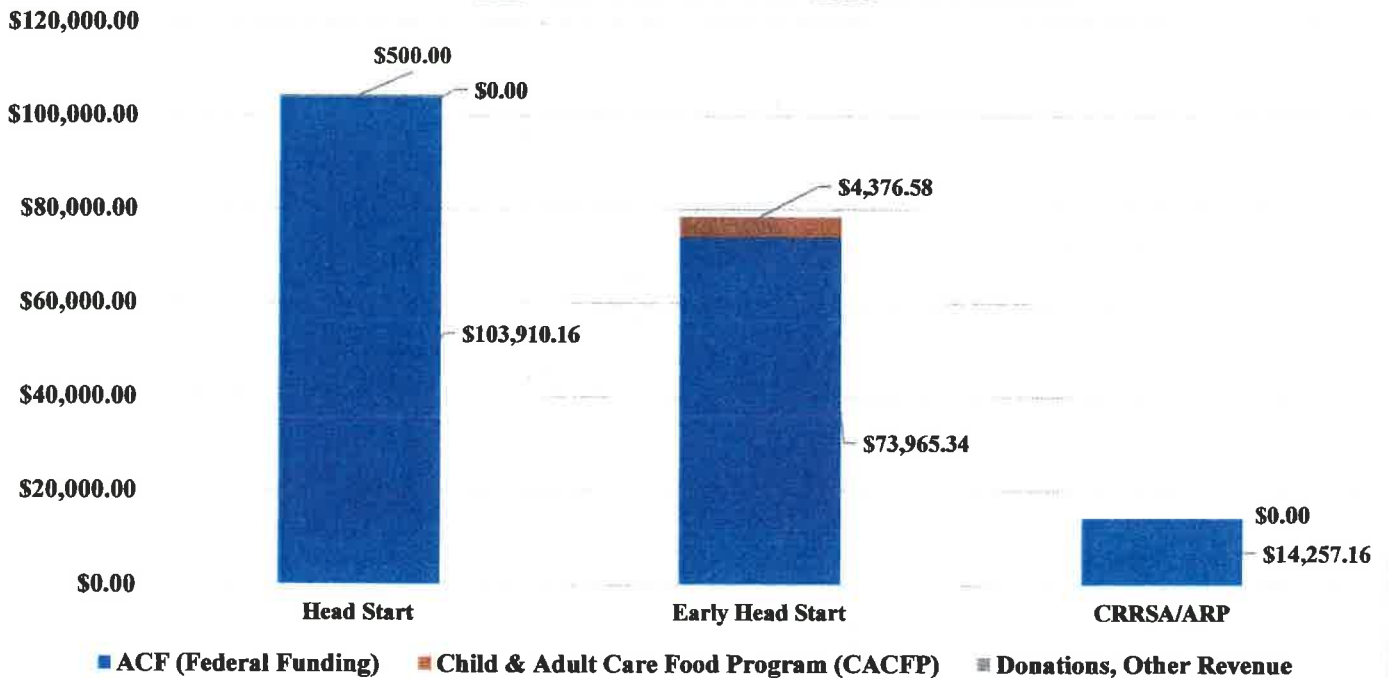
EARLY HEAD START EXPENDITURES BY CATEGORY



CRRSA/ARP EXPENDITURES BY CATEGORY



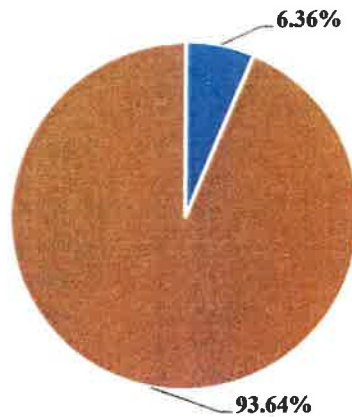
REVENUES BY FUNDING SOURCE



ADMINISTRATIVE COSTS

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

HEAD START

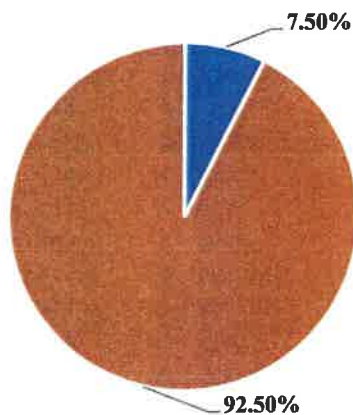


■ YTD Administrative Costs ■ YTD Programmatic Costs

CURRENT MONTH

Personnel	\$10,517.02
Fringe	\$2,540.13
Travel	\$.80
Supplies	\$6.83
Contractual	\$46.08
Other	\$1,855.05
Total	\$14,965.91
	.83%

EARLY HEAD START



■ YTD Administrative Costs ■ YTD Programmatic Costs

CURRENT MONTH

Personnel	\$1,861.93
Fringe	\$1,396.67
Travel	\$.80
Supplies	\$607.37
Contractual	\$206.53
Other	\$2,867.48
Total	\$6,940.77
	1.33%

HEAD START BUDGET - AUGUST 2022

03CH011328-03 (01/01/22-12/31/22)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 103,910.16	\$ 861,933.19	\$ 1,447,347	\$ 585,413.81	40.4%
CACFP	\$ -	\$ 66,741.12	\$ 135,703	\$ 68,961.88	50.8%
Donations, Other Revenue	\$ 500.00	\$ 1,380.87	\$ -	\$ (1,380.87)	0.0%
Total	\$ 104,410.16	\$ 930,055.18	\$ 1,583,050	\$ 652,994.82	41.2%
EXPENDITURES					
Personnel	\$ 71,969.80	\$ 571,680.14	\$ 886,245	\$ 314,564.86	35.5%
Personnel Total	\$ 71,969.80	\$ 571,680.14	\$ 886,245	\$ 314,564.86	35.5%
Fringe	\$ 25,152.18	\$ 207,162.50	\$ 369,348	\$ 162,185.50	43.9%
Fringe Total	\$ 25,152.18	\$ 207,162.50	\$ 369,348	\$ 162,185.50	43.9%
Out of Town Travel	\$ 11.37	\$ 3,467.06	\$ 8,221	\$ 4,753.94	57.8%
Travel Total	\$ 11.37	\$ 3,467.06	\$ 8,221	\$ 4,753.94	57.8%
Office Supplies	\$ 92.44	\$ 2,106.96	\$ 8,000	\$ 5,893.04	73.7%
Postage	\$ 5.20	\$ 22.96	\$ 500	\$ 477.04	95.4%
Food Supplies	\$ 450.79	\$ 58,521.26	\$ 144,250	\$ 85,728.74	59.4%
Food Service Supplies	\$ -	\$ 731.99	\$ 7,703	\$ 6,971.01	90.5%
Classroom/Ed. Supplies	\$ 1,778.62	\$ 5,113.15	\$ 12,922	\$ 7,808.85	60.4%
Medical & Dental Supplies	\$ -	\$ 1,050.75	\$ 2,000	\$ 949.25	47.5%
Transition Supplies	\$ -	\$ -	\$ 200	\$ 200.00	100.0%
Janitorial Supplies	\$ -	\$ 1,113.92	\$ 5,000	\$ 3,886.08	77.7%
Supplies Total	\$ 2,327.05	\$ 68,660.99	\$ 180,575	\$ 111,914.01	62.0%
Mental Health Services	\$ -	\$ 3,210.00	\$ 4,140	\$ 930.00	22.5%
Other Contractual Services	\$ -	\$ 7,925.35	\$ 16,060	\$ 8,134.65	50.7%
Contractual Total	\$ -	\$ 11,135.35	\$ 20,200	\$ 9,064.65	44.9%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ 900.00	\$ 7,020.00	\$ 9,180	\$ 2,160.00	23.5%
Utilities	\$ 1,530.72	\$ 12,086.68	\$ 16,811	\$ 4,724.32	28.1%
Telephone	\$ 1,219.83	\$ 9,372.11	\$ 12,602	\$ 3,229.89	25.6%
Child Liability Insurance	\$ -	\$ -	\$ 814	\$ 814.00	0.0%
Maintenance & Repair	\$ 125.00	\$ 4,549.44	\$ 3,727	\$ (822.44)	-22.1%
Local Travel	\$ -	\$ 581.69	\$ 1,222	\$ 640.31	52.4%
Parent Activities	\$ 105.34	\$ 1,495.50	\$ 936	\$ (559.50)	-59.8%
Audit Fee	\$ 812.50	\$ 812.50	\$ 2,900	\$ 2,087.50	72.0%
Publications, Ads, & Printing	\$ -	\$ 7,355.62	\$ 15,374	\$ 8,018.38	52.2%
Health Services	\$ -	\$ -	\$ 2,960	\$ 2,960.00	100.0%
Field Trips	\$ -	\$ 2,276.82	\$ 2,394	\$ 117.18	4.9%
Discretionary Funds	\$ -	\$ 366.77	\$ 3,560	\$ 3,193.23	89.7%
Health Examinations/Wellness	\$ -	\$ -	\$ 300	\$ 300.00	100.0%
Assoc., Dues, & Fees	\$ 1,036.00	\$ 2,079.74	\$ 3,906	\$ 1,826.26	46.8%
Substitutes	\$ -	\$ 5,284.53	\$ 26,840	\$ 21,555.47	80.3%
Training	\$ 1,323.99	\$ 10,725.14	\$ 14,935	\$ 4,209.86	28.2%
Other Total	\$ 7,053.38	\$ 64,006.54	\$ 118,461	\$ 54,454.46	46.0%
Expenditures Total	\$ 106,513.78	\$ 926,112.58	\$ 1,583,050	\$ 656,937.42	41.5%
Income (Loss)	\$ (2,103.62)	\$ 3,942.60			

EARLY HEAD START BUDGET - AUGUST 2022 - FINAL
03HP000497-01 (09/01/21-8/31/22)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 73,965.34	\$ 419,588.00	\$ 419,588	\$ -	0.0%
CACFP	\$ 4,376.58	\$ 31,389.41	\$ 35,166	\$ 3,776.59	10.7%
Donations, Other Revenue	\$ -	\$ 46.56	\$ -	\$ (46.56)	0.0%
Total	\$ 78,341.92	\$ 451,023.97	\$ 454,754	\$ 3,730.03	0.8%
EXPENDITURES					
Personnel	\$ 20,178.58	\$ 242,479.63	\$ 252,118	\$ 9,638.37	3.8%
Personnel Total	\$ 20,178.58	\$ 242,479.63	\$ 252,118	\$ 9,638.37	3.8%
Fringe	\$ 7,524.80	\$ 89,157.72	\$ 86,740	\$ (2,417.72)	-2.8%
Fringe Total	\$ 7,524.80	\$ 89,157.72	\$ 86,740	\$ (2,417.72)	-2.8%
Out of Town Travel	\$ 11.37	\$ 1,355.30	\$ 1,272	\$ (83.30)	-6.5%
Travel Total	\$ 11.37	\$ 1,355.30	\$ 1,272	\$ (83.30)	-6.5%
Office Supplies	\$ 7,214.24	\$ 9,687.84	\$ 3,500	\$ (6,187.84)	-176.8%
Postage	\$ 441.54	\$ 452.14	\$ 100	\$ (352.14)	-352.1%
Food Supplies	\$ 4,437.57	\$ 29,599.12	\$ 34,488	\$ 4,888.88	14.2%
Food Service Supplies	\$ 1,313.81	\$ 2,549.05	\$ 6,678	\$ 4,128.95	61.8%
Classroom/Ed. Supplies	\$ 10,694.75	\$ 15,682.76	\$ 12,094	\$ (3,588.76)	-29.7%
Medical & Dental Supplies	\$ 373.84	\$ 590.19	\$ 3,000	\$ 2,409.81	80.3%
Transition Supplies	\$ -	\$ -	\$ 750	\$ 750.00	100.0%
Janitorial Supplies	\$ 1,020.95	\$ 2,905.57	\$ 3,500	\$ 594.43	17.0%
Supplies Total	\$ 25,496.70	\$ 61,466.67	\$ 64,110	\$ 2,643.33	4.1%
Mental Health Services	\$ 135.00	\$ 810.00	\$ 1,620	\$ 810.00	50.0%
Other Contractual Services	\$ 3,158.06	\$ 6,089.36	\$ 6,544	\$ 454.64	6.9%
Contractual Total	\$ 3,293.06	\$ 6,899.36	\$ 8,164	\$ 1,264.64	15.5%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ -	\$ 1,620.00	\$ 1,620	\$ -	0.0%
Utilities	\$ 957.26	\$ 3,021.76	\$ 3,000	\$ (21.76)	-0.7%
Telephone	\$ 329.99	\$ 2,337.55	\$ 2,386	\$ 48.45	2.0%
Child Liability Insurance	\$ -	\$ -	\$ 132	\$ 132.00	0.0%
Maintenance & Repair	\$ 13,682.88	\$ 15,782.36	\$ 8,000	\$ (7,782.36)	-97.3%
Local Travel	\$ 245.53	\$ 421.40	\$ 500	\$ 78.60	15.7%
Parent Activities	\$ 566.68	\$ 1,540.37	\$ 600	\$ (940.37)	-156.7%
Audit Fee	\$ 1,040.00	\$ 1,495.00	\$ 1,500	\$ 5.00	0.3%
Publications, Ads, & Printing	\$ 3,612.63	\$ 7,356.87	\$ 3,000	\$ (4,356.87)	-145.2%
Health Services	\$ -	\$ -	\$ 2,000	\$ 2,000.00	100.0%
Field Trips	\$ 426.90	\$ 747.44	\$ 2,500	\$ 1,752.56	70.1%
Discretionary Funds	\$ -	\$ 120.56	\$ 1,800	\$ 1,679.44	93.3%
Health Examinations/Wellness	\$ -	\$ -	\$ 750	\$ 750.00	100.0%
Assoc., Dues, & Fees	\$ 208.00	\$ 603.98	\$ 2,500	\$ 1,896.02	75.8%
Substitutes	\$ 235.13	\$ 4,616.50	\$ 3,951	\$ (665.50)	-16.8%
Training	\$ 7,965.43	\$ 10,001.50	\$ 8,111	\$ (1,890.50)	-23.3%
Other Total	\$ 29,270.43	\$ 49,665.29	\$ 42,350	\$ (7,315.29)	-17.3%
Expenditures Total	\$ 85,774.94	\$ 451,023.97	\$ 454,754	\$ 3,730.03	0.8%
Income (Loss)	\$ (7,433.02)	\$ -			

CRRSA/ARP BUDGET - AUGUST 2022

03HE000869-01 (04/01/21-3/31/23)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 14,257.16	\$ 124,348.64	\$ 257,564	\$ 133,215.36	51.7%
CACFP	\$ -	\$ -	\$ -	\$ -	0.0%
Donations, Other Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
Total	\$ 14,257.16	\$ 124,348.64	\$ 257,564	\$ 133,215.36	51.7%
EXPENDITURES					
Personnel	\$ 11,153.02	\$ 82,890.15	\$ 14,400	\$ (68,490.15)	-475.6%
Personnel Total	\$ 11,153.02	\$ 82,890.15	\$ 14,400	\$ (68,490.15)	-475.6%
Fringe	\$ 857.87	\$ 6,449.89	\$ 1,239	\$ (5,210.89)	-420.6%
Fringe Total	\$ 857.87	\$ 6,449.89	\$ 1,239	\$ (5,210.89)	-420.6%
Out of Town Travel	\$ -	\$ -	\$ -	\$ -	0.0%
Travel Total	\$ -	\$ -	\$ -	\$ -	0.0%
Office Supplies	\$ 120.00	\$ 18,154.97	\$ -	\$ (18,154.97)	0.0%
Postage	\$ -	\$ -	\$ -	\$ -	0.0%
Food Supplies	\$ -	\$ 119.85	\$ 408	\$ 288.15	70.6%
Food Service Supplies	\$ -	\$ 441.89	\$ -	\$ (441.89)	0.0%
Classroom/Ed. Supplies	\$ -	\$ 5,029.78	\$ 98,780	\$ 93,750.22	94.9%
Medical & Dental Supplies	\$ -	\$ 5,099.04	\$ 2,000	\$ (3,099.04)	-155.0%
Transition Supplies	\$ -	\$ -	\$ -	\$ -	0.0%
Janitorial Supplies	\$ -	\$ 2,737.72	\$ 3,600	\$ 862.28	24.0%
Supplies Total	\$ 120.00	\$ 31,583.25	\$ 104,788	\$ 73,204.75	69.9%
Mental Health Services	\$ -	\$ -	\$ 93,600	\$ 93,600.00	100.0%
Other Contractual Services	\$ -	\$ -	\$ -	\$ -	0.0%
Contractual Total	\$ -	\$ -	\$ 93,600	\$ 93,600.00	100.0%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ -	\$ 819.80	\$ 2,460	\$ 1,640.20	66.7%
Utilities	\$ -	\$ 71.08	\$ -	\$ (71.08)	0.0%
Telephone	\$ -	\$ 209.00	\$ -	\$ (209.00)	0.0%
Child Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repair	\$ -	\$ -	\$ -	\$ -	0.0%
Local Travel	\$ -	\$ -	\$ -	\$ -	0.0%
Parent Activities	\$ -	\$ -	\$ 3,000	\$ 3,000.00	100.0%
Audit Fee	\$ -	\$ -	\$ -	\$ -	0.0%
Publications, Ads, & Printing	\$ 2,067.49	\$ 2,067.49	\$ 8,699	\$ 6,631.51	76.2%
Health Services	\$ -	\$ -	\$ -	\$ -	0.0%
Field Trips	\$ -	\$ -	\$ -	\$ -	0.0%
Discretionary Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Health Examinations/Wellness	\$ -	\$ -	\$ -	\$ -	0.0%
Assoc., Dues, & Fees	\$ -	\$ -	\$ 15,000	\$ 15,000.00	100.0%
Substitutes	\$ 58.78	\$ 100.58	\$ 1,800	\$ 1,699.42	94.4%
Training	\$ -	\$ 157.40	\$ 12,578	\$ 12,420.60	98.7%
Other Total	\$ 2,126.27	\$ 3,425.35	\$ 43,537	\$ 40,111.65	92.1%
Expenditures Total	\$ 14,257.16	\$ 124,348.64	\$ 257,564	\$ 133,215.36	51.7%
Income (Loss)	\$ -	\$ -			

11:37 AM

09/12/22

Scott County Public School Head Start
Reconciliation Summary
2300 - Bank of America CC, Period Ending 08/31/2022

	<u>Aug 31, 22</u>
Beginning Balance	5,153.46
Cleared Transactions	
Charges and Cash Advances - 27 items	-13,883.73
Payments and Credits - 2 items	5,153.46
Total Cleared Transactions	<u>-8,730.27</u>
Cleared Balance	<u>13,883.73</u>
Register Balance as of 08/31/2022	13,883.73
Ending Balance	13,883.73

11:43 AM

09/12/22

Scott County Public School Head Start
Reconciliation Detail
2300 - Bank of America CC, Period Ending 08/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,153.46
Cleared Transactions						
Charges and Cash Advances - 27 items						
Credit Card Charge	08/31/2022		High/Scope Educati...	X	-2,743.40	-2,743.40
Credit Card Charge	08/31/2022		National Head Start ...	X	-1,475.00	-4,218.40
Credit Card Charge	08/31/2022		The Discovery Source	X	-1,105.56	-5,323.96
Credit Card Charge	08/31/2022		National Head Start ...	X	-750.00	-6,073.96
Credit Card Charge	08/31/2022		Olive Garden	X	-729.55	-6,803.51
Credit Card Charge	08/31/2022		Barberitos Kingsport	X	-422.24	-7,225.75
Credit Card Charge	08/31/2022		American Red Cross	X	-385.00	-7,610.75
Credit Card Charge	08/31/2022		Wal-Mart	X	-218.54	-7,829.29
Credit Card Charge	08/31/2022		Pizza Plus	X	-181.51	-8,010.80
Credit Card Charge	08/31/2022		Pizza Plus	X	-178.40	-8,189.20
Credit Card Charge	08/31/2022		Broadwater Trading	X	-119.95	-8,309.15
Credit Card Charge	08/31/2022		Pizza Plus	X	-94.22	-8,403.37
Credit Card Charge	08/31/2022		Pizza Plus	X	-50.03	-8,453.40
Credit Card Charge	08/31/2022		Pizza Plus	X	-44.97	-8,498.37
Credit Card Charge	08/31/2022		American Red Cross	X	-35.00	-8,533.37
Credit Card Charge	09/06/2022		The Discovery Source	X	-2,151.36	-10,684.73
Credit Card Charge	09/06/2022		Ubiquiti Inc.	X	-2,039.46	-12,724.19
Credit Card Charge	09/06/2022		Wayfair	X	-410.66	-13,134.85
Credit Card Charge	09/06/2022		Teachstone Training...	X	-284.04	-13,418.89
Credit Card Charge	09/06/2022		Wal-Mart	X	-135.26	-13,554.15
Credit Card Charge	09/06/2022		Zira Technologies Inc.	X	-120.00	-13,674.15
Credit Card Charge	09/06/2022		Target	X	-54.99	-13,729.14
Credit Card Charge	09/06/2022		Target	X	-39.80	-13,768.94
Credit Card Charge	09/06/2022		Pizza Plus	X	-36.77	-13,805.71
Credit Card Charge	09/06/2022		Lowe's	X	-34.34	-13,840.05
Credit Card Charge	09/06/2022		Commonwealth of V...	X	-30.69	-13,870.74
Credit Card Charge	09/06/2022		Canva	X	-12.99	-13,883.73
Total Charges and Cash Advances					-13,883.73	-13,883.73
Payments and Credits - 2 items						
Bill	08/10/2022	7/25/22	Bank of America 1	X	2,309.40	2,309.40
Bill	08/10/2022	7/25/22	Bank of America 1	X	2,844.06	5,153.46
Total Cleared Transactions					-8,730.27	-8,730.27
Cleared Balance					8,730.27	13,883.73
Register Balance as of 08/31/2022					8,730.27	13,883.73
Ending Balance					<u>8,730.27</u>	<u>13,883.73</u>



SCOTT CO PUBLIC SCHOOL

Platinum Plus® for Business

July 26, 2022 - August 25, 2022

Company Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$13,883.73
Minimum Payment Due **\$138.84**
Payment Due Date **09/21/22**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$19.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$5,153.46
Payments and Other Credits -\$5,153.46
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$13,883.73
Fees Charged \$0.00
Finance Charge \$0.00
New Balance Total \$13,883.73

Credit Limit \$26,000
Credit Available \$12,116.27
Statement Closing Date 08/25/22
Days in Billing Cycle 31

Cardholder Activity Summary

Account Number	Credit Limit	Total Activity	Payments and Other Credits	Balance Transfer Activity	Cash Advance Activity	Purchases and Other Charges	Fees Charged
FIVE, HEAD START							
	6,000	3,519.62	0.00	0.00	0.00	3,519.62	0.00
ONE, HEAD START							
	10,000	2,543.38	0.00	0.00	0.00	2,543.38	0.00
SIX, HEAD START							
	10,000	798.92	0.00	0.00	0.00	798.92	0.00

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

SCOTT CO PUBLIC SCHOOL
CORPORATE ACCOUNT
305 LEGION ST
WEBER CITY, VA 24290-7329

Account Number: [REDACTED]
July 26, 2022 - August 25, 2022

New Balance Total \$13,883.73
Minimum Payment Due **\$138.84**
Payment Due Date **09/21/22**

Enter payment amount

\$

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com

CUSTOMER STATEMENT OF DISPUTED ITEM (You must use a separate form for each dispute. Please print.)

If you believe a transaction on your statement is an error, complete and sign a copy of this form using blue or black ink, or write a detailed letter on a separate sheet of paper. Then return it to: **PO BOX 53101, PHOENIX, AZ 85072-3101** no later than 60 days after we sent you the first bill on which the transaction or error appeared. If you prefer to speak with a representative about your dispute, please call **1.866.601.4410**, 8am-8pm Est. You do not have to pay any amount in question while we are investigating, but you are obligated to pay the parts of your bill that are not in question.

PLEASE DO NOT ALTER WORDING ON THIS FORM OR MAIL YOUR LETTER WITH YOUR PAYMENT. Provide copies of all documentation that will help us investigate your dispute (e.g. contracts, invoices, detailed letter, sales slips, return receipts, or second opinions).

Your Name: _____ Account Number: _____
Posting Date: _____ Transaction Date: _____ Reference Number: _____
Amount: _____ Disputed Amount: _____ Merchant Name: _____

Below tell us why you think the item noted above is in error. **Check one box only.**

- ☐ 1. I certify that I do not recognize the transaction. I have attempted to contact the merchant to verify this transaction.
- ☐ 2. I certify that the charge listed above was not made by me or a person authorized by me to use my card, nor were the goods or services represented by the transaction received by me or authorized by me.
- ☐ 3. Although I did engage in a transaction with this merchant, I was billed for _____ transaction(s) totaling \$ _____.
that I did not engage in. I have my card in my possession. If available, enclose a copy of the sales slip for the valid charge.
- ☐ 4. I have not received the merchandise that was to be shipped to me on ____/____/____ (MM/DD/YY). I have asked the merchant to credit my account.
- ☐ 5. Merchandise shipped to me was not as described. Please explain in detail and if applicable provide proof of return.

- ☐ 6. Merchandise shipped to me arrived damaged and/or defective.
I returned it on ____/____/____ (MM/DD/YY) and asked the merchant to credit my account. Please provide proof of return and describe how the merchandise was damaged and/or defective.

- ☐ 7. Although I did engage in the above transaction, I dispute the entire charge or a portion in the amount of \$ _____. I have contacted the merchant, returned the merchandise on ____/____/____ (MM/DD/YY) and requested a credit adjustment. I am disputing this charge because
Please supply proof of return or if unable to return merchandise please explain.

- ☐ 8. I notified the merchant on ____/____/____ (MM/DD/YY) to cancel the preauthorized order or reservation. Please note cancellation # and if available, enclose a copy of your telephone bill showing date and time of cancellation. Reason for cancellation: _____
- ☐ 9. Although I did engage in the above transaction, I have contacted the merchant for credit. The services to be provided on ____/____/____ (MM/DD/YY) were not received. Please describe the services to be received and explain the merchants failure to provide the services.

- ☐ 10. I was issued a credit slip that was not shown on my statement. A copy of my credit slip is enclosed. If the merchant has agreed to issue a credit, be advised the merchant has up to 30 days to supply this credit to your account.
- ☐ 11. The amount of the charge was increased from \$ _____ to \$ _____ or my sales slip was added incorrectly.
Enclosed is a copy of the sales slip that shows the correct amount.
- ☐ 12. Other: Please explain _____

Merchants often provide telephone numbers with their names on your billing statement. If you do not recognize a transaction, attempt first to contact the merchant for transaction information.

Cardholder Signature (required): _____ Date: _____

Home Telephone: (____) _____ Business Telephone: (____) _____

PLEASE KEEP A COPY OF BOTH SIDES OF THIS STATEMENT FOR YOUR RECORDS

PAYMENTS

We credit a payment as of the date we receive it if the payment is: 1) received by 5:00 p.m. (Eastern Time) Monday through Friday (except legal holidays). 2) received at the payment address indicated on the front of this statement. 3) paid with a check drawn in U.S. dollars on a U.S. financial institution or a U.S. dollar money order, and 4) sent in the return envelope with only the bottom portion of your statement accompanying it. Payments received after 5:00 p.m. (Eastern Time) Friday, but that otherwise meet the above requirements, will be processed on the next business day, which is usually the following Monday. Saturdays, Sundays, and holidays are not business days. Credit for payments received in any other manner may be delayed up to five business days, during which time finance charges, if applicable will continue to accrue. We will reject any payments that are not drawn in U.S. dollars and those drawn on a financial institution located outside of the United States. Please do not send cash, credit cards, correspondence, staples or paper clips with your payment. Mail your payment at least 7 days in advance of the payment due date to ensure timely delivery.

CUSTOMER CORRESPONDENCE

If you prefer to send a written inquiry regarding your account, please send the request to: **BANK OF AMERICA, PO BOX 660441, DALLAS, TX, 75266-0441, USA.** This address should not be utilized to dispute merchant transactions appearing on your billing statement. Please see the paragraph above for instructions regarding dispute procedures.

For address/phone number changes on all accounts in your program, have the authorized contact make a request at **WWW.BANKOFAMERICA.COM**

SCOTT CO PUBLIC SCHOOL

July 26, 2022 - August 25, 2022

Page 3 of 6

Cardholder Activity Summary

Account Number Credit Limit	Total Activity	Payments and Other Credits	Balance Transfer Activity	Cash Advance Activity	Purchases and Other Charges	Fees Charged
THREE, HEAD START						
6,000	729.55	0.00	0.00	0.00	729.55	0.00
TWO, HEAD START						
10,000	6,292.26	0.00	0.00	0.00	6,292.26	0.00

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
SCOTT CO PUBLIC SCHOOL				
Account Number:				
Payments and Other Credits				
08/15	08/14	PAYMENT - THANK YOU	2271530000000588701015	- 5,153.46
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$5,153.46
FIVE, HEAD START				
Account Number:				
Purchases and Other Charges				
08/01	08/01	HIGHSCOPE COR ADVANT YPSILANTI MI	82711162213000007087645	2,743.40
08/10	08/10	BARBERITOS KINGSPORT KINGSPORT TN	5545702222091422000668	422.24
08/11	08/10	TARGET.COM * 800-591-3869 MN	55310202223083035215274	39.80
08/15	08/12	TARGET.COM * 800-591-3869 MN	55310202225083067579579	54.99
08/23	08/22	ZIRA-TECH SAN FRANCISCO CA	82711162234000008124962	120.00
08/24	08/23	PIZZA PLUS OF CARTERS CHURCH HILL TN	25247802235001641042456	57.45
08/24	08/23	PIZZA PLUS OF CARTERS CHURCH HILL TN	25247802235001641042449	36.77
08/24	08/23	PIZZA PLUS OF DUFFIELD DUFFIELD VA	25247802235001645098462	44.97
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$3,519.62
ONE, HEAD START				
Account Number:				
Purchases and Other Charges				
08/09	08/08	NATIONAL HEAD START AS 7037390875 VA	55446412221207130800029	750.00
08/09	08/08	NATIONAL HEAD START AS 7037390875 VA	55446412221207130800037	1,475.00
08/09	08/08	LOWES #00737* JOHNSON CITY TN	55432862221200640517433	34.34
08/16	08/15	TEACHSTONE TRAINING CHARLOTTESVILLE VA	82711162227000014639812	284.04
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$2,543.38
SIX, HEAD START				
Account Number:				
Purchases and Other Charges				
08/01	07/29	PIZZA PLUS OF CARTERS CHURCH HILL TN	25247802210002060133437	36.77
08/01	07/29	PIZZA PLUS OF CARTERS CHURCH HILL TN	25247802210002060133395	181.51
08/01	07/29	PIZZA PLUS OF DUFFIELD DUFFIELD VA	25247802210002070450573	50.03
08/08	08/06	WF WAYFAIR3477693962 8662638325 MA	55429502218715510078879	410.66
08/09	08/08	BROADWATER TRADING LLC GATE CITY VA	55546502220207404500048	119.95
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$798.92
THREE, HEAD START				
Account Number:				
Purchases and Other Charges				
08/08	08/04	OLIVE GARDEN 0021836 KINGSPORT TN	55310202217091836000025	729.55
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$729.55
TWO, HEAD START				
Account Number:				
Purchases and Other Charges				
08/03	08/02	DSS CENTRAL REGISTRY 804-7267099 VA	55436872215122158761000	30.00
08/05	08/03	THE DISCOVERY SOURCE I VISTA CA	85450932216980053184597	2,151.36
08/08	08/05	WAL-MART #0742 KINGSPORT TN	05416012217141001114290	135.26
08/08	08/05	PIZZA PLUS OF CARTERS CHURCH HILL TN	25247802217000353130717	178.40
08/08	08/06	ELAVON SRV FEE DSS CEN 804-7267099 GA	55436872219152199585932	0.69
08/09	08/08	AMERICAN RED CROSS 800-733-2767 DC	55432862220200502017309	385.00
08/10	08/08	THE DISCOVERY SOURCE I VISTA CA	8545093221980053184590	1,105.56
08/12	08/11	AMERICAN RED CROSS 800-733-2767 DC	55432862223200478848502	35.00
08/12	08/11	WM SUPERCENTER #599 KINGSPORT TN	05436842224400078959863	218.54
08/15	08/12	SP UBIQUITI INC. NEW YORK NY	82711162224000013500729	2,039.46
08/15	08/13	CANVA* I03511-11295214 CAMDEN DE	82305092225000011302631	12.99
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$6,292.26

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

BANK OF AMERICA BUSINESS ADVANTAGE

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SSM-07-21-0038 C | 3643028

BANK OF AMERICA BUSINESS ADVANTAGE

We're listening

You can help us understand what we're doing right and what we can do better for business owners like you. Join the Bank of America® Advisory Panel and tell us what you think.

To learn more and join, enter code **SBCC** at **bankofamerica.com/AdvisoryPanel**.

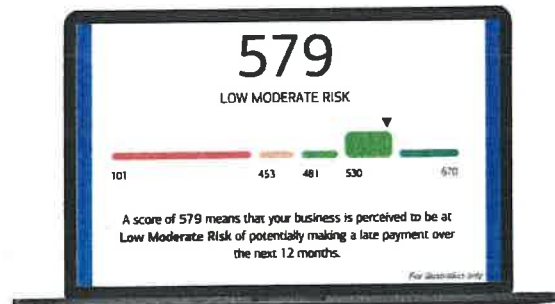
Inclusion on the Advisory Panel subject to qualifications.

SSM-12-21-0028.C | 3929546

Did you know your business may have a credit score?

It's important to have access to tools that help you understand your business credit. That's why we've partnered with Dun & Bradstreet to provide free access to a business credit score.¹

To learn more, visit
bankofamerica.com/BusinessCreditScore.



¹ Access to Dun & Bradstreet business credit score information in Business Advantage 360 is for educational purposes only and available only to U.S.-based Bank of America Small Business clients with an open and active Small Business account, who have a Dun & Bradstreet business credit score and have properly enrolled to access it in Business Advantage 360. Dun & Bradstreet's business credit score (also known as "The D&B® Delinquency Predictor Score") is based on data from Dun & Bradstreet and may be different from other business credit scores.

SCOTT CO PUBLIC SCHOOL

July 26, 2022 - August 25, 2022

Page 6 of 6

SCOTT COUNTY PUBLIC SCHOOL HEAD START

FINANCIAL REPORT, SEPTEMBER 2022

GRANT AWARDS

<i>1/1/22-12/31/22 – YEAR 3</i> <i>03CH011328-03</i>	BASE FUNDING	T&TA	NFS	TOTAL
Continuation - 00/01				
Head Start	\$1,287,723	\$18,132	\$326,464	\$1,632,319
Early Head Start	\$139,225	\$2,267	\$35,373	\$176,865
Change in Scope - 02				
Head Start				
Early Head Start	\$136,960	\$8,707	\$36,417	\$182,084
COLA/Quality Improvement - 03				
Head Start	\$38,557			\$38,557
Early Head Start	\$23,345			\$23,345
TOTAL	\$1,625,810	\$29,106	\$398,254	\$2,053,170
<i>4/1/21-3/31/23</i> <i>03HE000869-01</i>	BASE FUNDING	T&TA	NFS	TOTAL
CCRSA (C5) - 00	\$51,766			\$51,766
ARPA (C6) - 01	\$205,798			\$205,798
TOTAL	\$257,564	\$0	\$0	\$257,564

\$9,653

Approximate amount of federal funding awarded per child

Available Funding as of September 30, 2022

Head Start	\$455,310.42
Early Head Start	\$171,444.79
CCRSA	\$00.00
ARPA	\$116,501.99
Total	\$743,257.20

55% OF THE FUNDING APPROPRIATED FOR **COVID-19** RELIEF HAS BEEN DRAWN DOWN FROM THE FEDERAL AWARDING AGENCY.

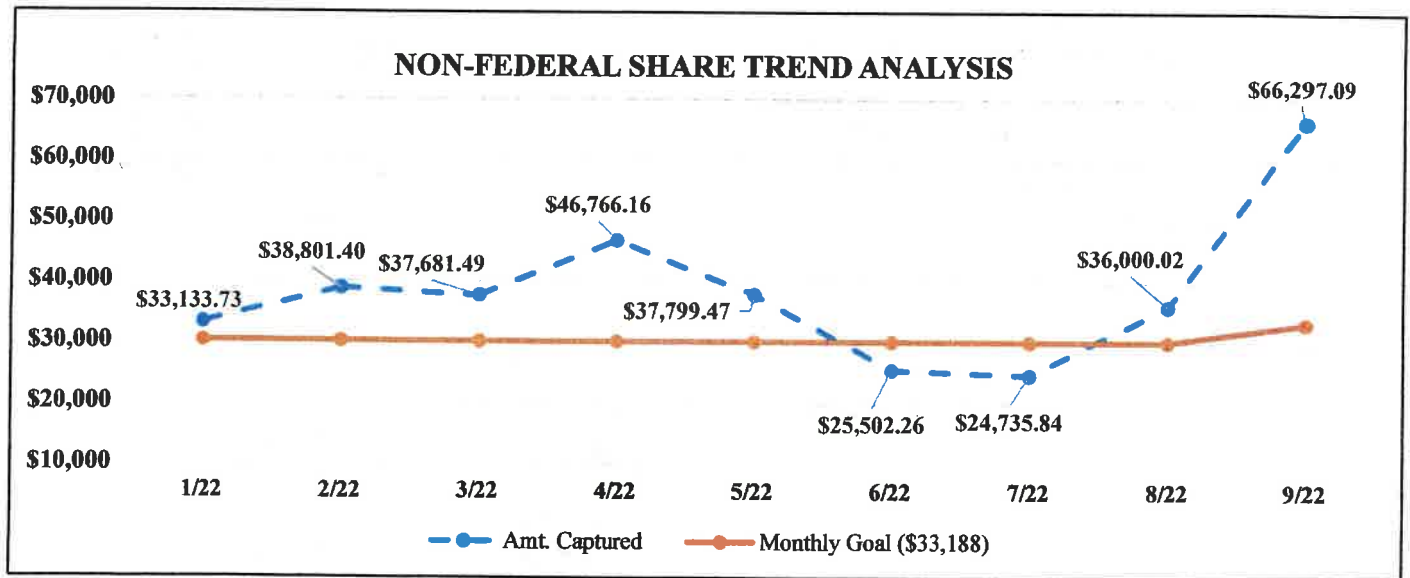
NON-FEDERAL SHARE (NFS)

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

	Current Month	YTD	Budgeted	Remaining	% Remaining
Parents & Volunteer	\$ 24,180.37	\$ 109,835.92	\$ 136,251.00	\$ 26,415.08	19%
School District	\$ 28,954.07	\$ 188,716.12	\$ 239,723.00	\$ 51,006.88	21%
Donations	\$ 13,162.65	\$ 48,165.42	\$ 22,280.00	\$ (25,885.42)	-116%
Total	\$ 66,297.09	\$ 346,717.46	\$ 398,254.00	\$ 51,536.54	13%

34%

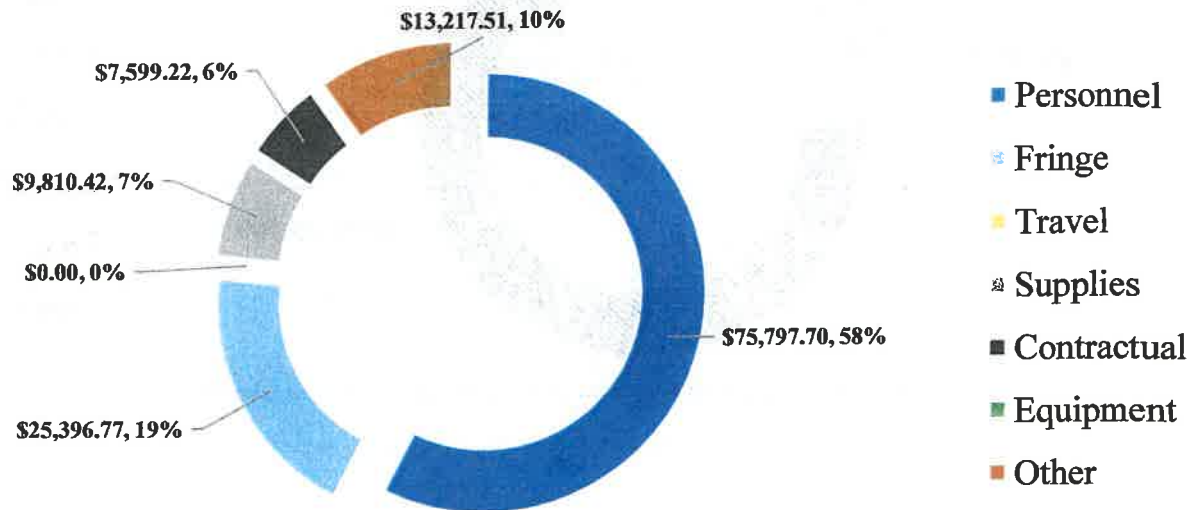
Percentage of non-federal share anticipated by program parent volunteers



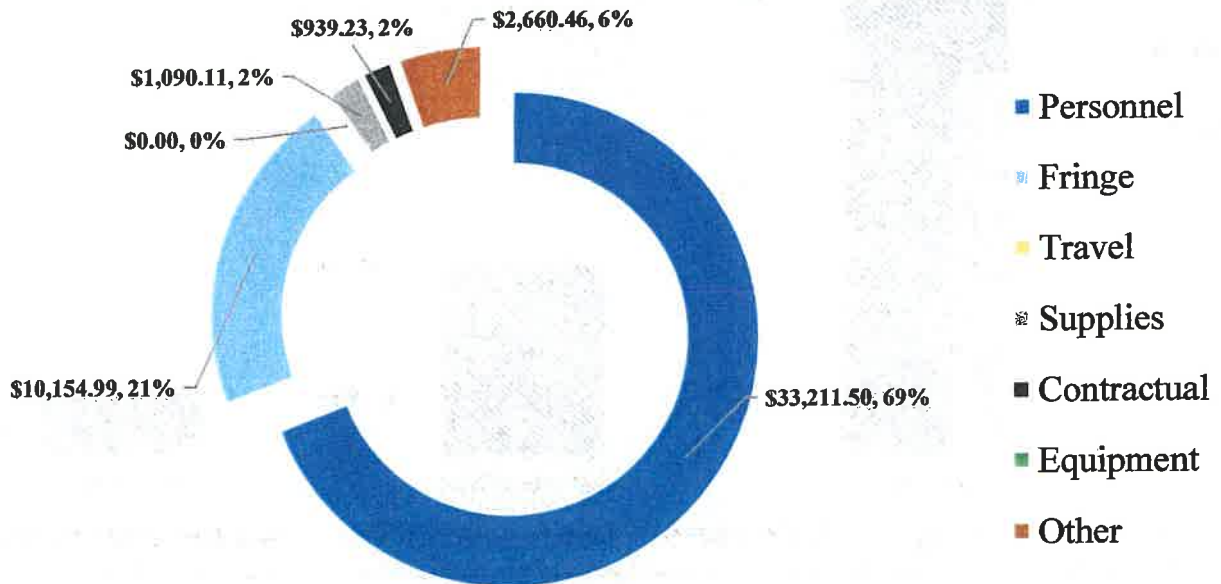
SCOTT COUNTY PUBLIC SCHOOLS PROVIDES **60%** OF THE PROGRAM'S NON-FEDERAL SHARE THROUGH BUS TRANSPORTATION, UTILITIES, DONATED TIME, AND OTHER ADMINISTRATIVE SERVICES.

BUDGET SUMMARY

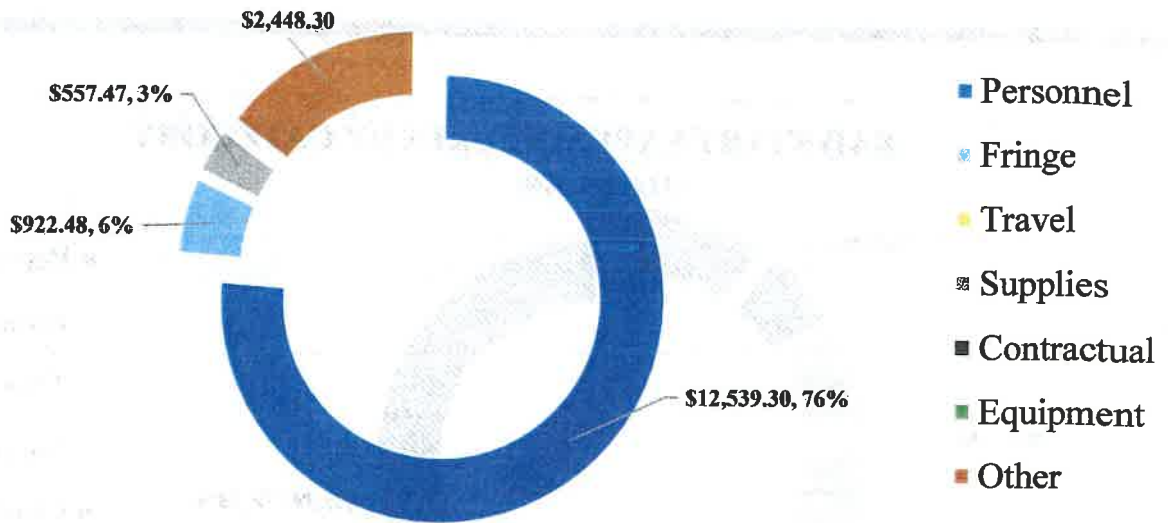
HEAD START EXPENDITURES BY CATEGORY



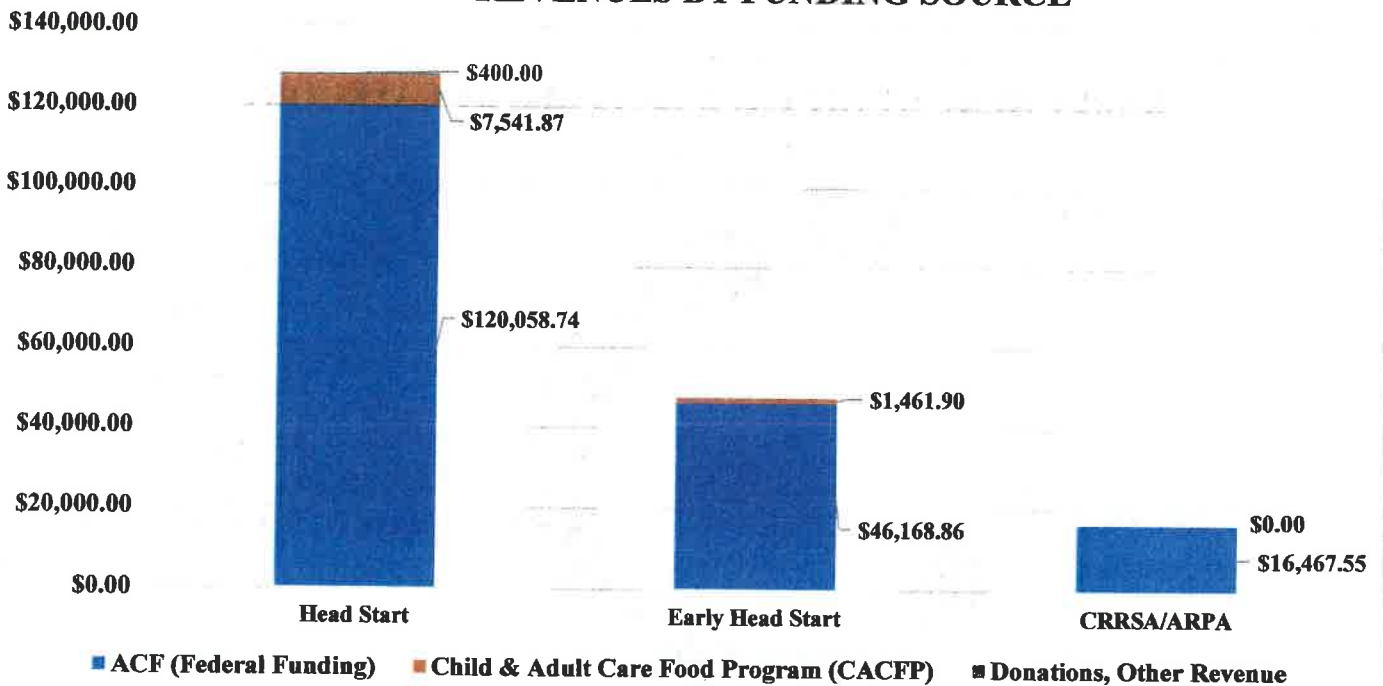
EARLY HEAD START EXPENDITURES BY CATEGORY



CRRSA/ARPA EXPENDITURES BY CATEGORY



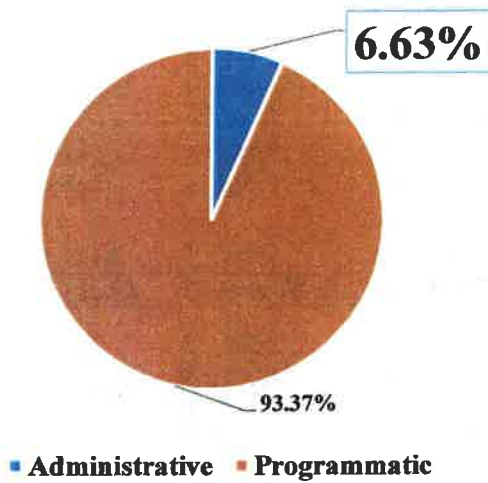
REVENUES BY FUNDING SOURCE



ADMINISTRATIVE COSTS

Allowable costs to develop and administer a program cannot exceed 15% of the total approved program costs, which includes both federal and non-federal costs. *HSPPS 1303.5*

YTD Costs by Classification



CURRENT MONTH

Personnel	\$14,438.25
Fringe	\$4,056.28
Travel	\$0.
Supplies	\$65.67
Contractual	\$575.43
Other	\$1,851.36
Total	\$20,986.99
	1.2%

HEAD START BUDGET - SEPTEMBER 2022
03CH011328-03 (01/01/22-12/31/22)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 120,058.74	\$ 889,101.58	\$ 1,344,412	\$ 455,310.42	33.9%
CACFP	\$ 7,541.87	\$ 69,428.64	\$ 123,981	\$ 54,552.36	44.0%
Donations, Other Revenue	\$ 400.00	\$ 1,780.87	\$ -	\$ (1,780.87)	0.0%
Total	\$ 128,000.61	\$ 960,311.09	\$ 1,468,393	\$ 508,081.91	34.6%
EXPENDITURES					
Personnel	\$ 75,797.70	\$ 585,850.60	\$ 833,469	\$ 247,618.40	29.7%
Personnel Total	\$ 75,797.70	\$ 585,850.60	\$ 833,469	\$ 247,618.40	29.7%
Fringe	\$ 25,396.77	\$ 211,899.70	\$ 343,869	\$ 131,969.30	38.4%
Fringe Total	\$ 25,396.77	\$ 211,899.70	\$ 343,869	\$ 131,969.30	38.4%
Out of Town Travel	\$ -	\$ 2,606.44	\$ 7,280	\$ 4,673.56	64.2%
Travel Total	\$ -	\$ 2,606.44	\$ 7,280	\$ 4,673.56	64.2%
Office Supplies	\$ 334.78	\$ 2,199.78	\$ 7,111	\$ 4,911.22	69.1%
Postage	\$ -	\$ 14.63	\$ 444	\$ 429.37	96.7%
Food Supplies	\$ 3,860.56	\$ 57,096.74	\$ 132,000	\$ 74,903.26	56.7%
Food Service Supplies	\$ 1,029.78	\$ 1,681.75	\$ 5,759	\$ 4,077.25	70.8%
Classroom/Ed. Supplies	\$ 4,009.49	\$ 8,739.24	\$ 10,033	\$ 1,293.76	12.9%
Medical & Dental Supplies	\$ 280.58	\$ 1,221.33	\$ 1,778	\$ 556.67	31.3%
Transition Supplies	\$ -	\$ -	\$ -	\$ -	0.0%
Janitorial Supplies	\$ 295.23	\$ 1,266.61	\$ 4,444	\$ 3,177.39	71.5%
Supplies Total	\$ 9,810.42	\$ 72,220.08	\$ 161,569	\$ 89,348.92	55.3%
Mental Health Services	\$ -	\$ 2,856.88	\$ 3,600	\$ 743.12	20.6%
Other Contractual Services	\$ 7,599.22	\$ 14,652.78	\$ 14,276	\$ (376.78)	-2.6%
Contractual Total	\$ 7,599.22	\$ 17,509.66	\$ 17,876	\$ 366.34	2.0%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ 729.00	\$ 6,827.01	\$ 8,160	\$ 1,332.99	16.3%
Utilities	\$ 1,483.82	\$ 11,636.06	\$ 15,111	\$ 3,474.94	23.0%
Telephone	\$ 1,103.34	\$ 9,444.51	\$ 11,467	\$ 2,022.49	17.6%
Child Liability Insurance	\$ -	\$ -	\$ 770	\$ 770.00	0.0%
Maintenance & Repair	\$ 2,113.89	\$ 6,214.89	\$ 3,000	\$ (3,214.89)	-107.2%
Local Travel	\$ 60.04	\$ 448.72	\$ 1,000	\$ 551.28	55.1%
Parent Activities	\$ 24.94	\$ 1,144.46	\$ 840	\$ (304.46)	-36.2%
Audit Fee	\$ -	\$ 723.12	\$ 2,578	\$ 1,854.88	72.0%
Publications, Ads, & Printing	\$ 1,395.05	\$ 8,018.55	\$ 13,860	\$ 5,841.45	42.1%
Health Services	\$ -	\$ -	\$ 2,800	\$ 2,800.00	100.0%
Field Trips	\$ 710.49	\$ 2,776.71	\$ 2,222	\$ (554.71)	-25.0%
Discretionary Funds	\$ 66.99	\$ 433.76	\$ 3,000	\$ 2,566.24	85.5%
Health Examinations/Wellness	\$ -	\$ -	\$ 250	\$ 250.00	100.0%
Assoc., Dues, & Fees	\$ 30.69	\$ 1,903.86	\$ 3,556	\$ 1,652.14	46.5%
Substitutes	\$ 86.40	\$ 5,370.93	\$ 22,440	\$ 17,069.07	76.1%
Training	\$ 5,412.86	\$ 15,160.44	\$ 13,276	\$ (1,884.44)	-14.2%
Other Total	\$ 13,217.51	\$ 70,103.02	\$ 104,330	\$ 34,226.98	32.8%
Expenditures Total	\$ 131,821.62	\$ 960,189.50	\$ 1,468,393	\$ 508,203.50	34.6%
Income (Loss)	\$ (3,821.01)	\$ 121.59			

EARLY HEAD START BUDGET - SEPTEMBER 2022
03CH011328-03 (01/01/22-12/31/22)

REVENUES	CURRENT		YTD	BUDGETED	BUDGET	%
	MONTH			TOTAL	REMAINING	REMAINING
ACF-OHS	\$ 46,168.86	\$	139,059.21	\$ 310,504	\$ 171,444.79	55.2%
CACFP	\$ 1,461.90	\$	6,316.25	\$ 22,542	\$ 16,225.75	72.0%
Donations, Other Revenue	\$ -	\$	-	\$ -	\$ -	0.0%
Total	\$ 47,630.76	\$	145,375.46	\$ 333,046	\$ 187,670.54	56.3%
EXPENDITURES						
Personnel	\$ 33,211.50	\$	94,838.74	\$ 185,021	\$ 90,182.26	48.7%
Personnel Total	\$ 33,211.50	\$	94,838.74	\$ 185,021	\$ 90,182.26	48.7%
Fringe	\$ 10,154.99	\$	30,814.56	\$ 64,211	\$ 33,396.44	52.0%
Fringe Total	\$ 10,154.99	\$	30,814.56	\$ 64,211	\$ 33,396.44	52.0%
Out of Town Travel	\$ -	\$	860.62	\$ 3,133	\$ 2,272.38	72.5%
Travel Total	\$ -	\$	860.62	\$ 3,133	\$ 2,272.38	72.5%
Office Supplies	\$ 25.66	\$	267.62	\$ 2,056	\$ 1,788.38	87.0%
Postage	\$ -	\$	8.33	\$ 88	\$ 79.67	90.5%
Food Supplies	\$ 526.21	\$	5,811.29	\$ 24,166	\$ 18,354.71	76.0%
Food Service Supplies	\$ 135.18	\$	215.20	\$ 2,848	\$ 2,632.80	92.4%
Classroom/Ed. Supplies	\$ 237.90	\$	621.30	\$ 10,692	\$ 10,070.70	94.2%
Medical & Dental Supplies	\$ -	\$	110.00	\$ 1,222	\$ 1,112.00	91.0%
Transition Supplies	\$ -	\$	-	\$ 200	\$ 200.00	100.0%
Janitorial Supplies	\$ 165.16	\$	307.70	\$ 1,723	\$ 1,415.30	82.1%
Supplies Total	\$ 1,090.11	\$	7,341.44	\$ 42,995	\$ 35,653.56	82.9%
Mental Health Services	\$ -	\$	353.12	\$ 1,080	\$ 726.88	67.3%
Other Contractual Services	\$ 939.23	\$	1,811.02	\$ 3,964	\$ 2,152.98	54.3%
Contractual Total	\$ 939.23	\$	2,164.14	\$ 5,044	\$ 2,879.86	57.1%
Equipment	\$ -	\$	-	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$	-	\$ -	\$ -	0.0%
Rent	\$ 171.00	\$	1,092.99	\$ 1,560	\$ 467.01	29.9%
Utilities	\$ 157.00	\$	2,091.44	\$ 2,700	\$ 608.56	22.5%
Telephone	\$ 258.81	\$	1,289.75	\$ 1,935	\$ 645.25	33.3%
Child Liability Insurance	\$ -	\$	-	\$ 88	\$ 88.00	0.0%
Maintenance & Repair	\$ 105.30	\$	553.74	\$ 3,394	\$ 2,840.26	83.7%
Local Travel	\$ 4.92	\$	197.93	\$ 390	\$ 192.07	49.2%
Parent Activities	\$ 3.08	\$	379.06	\$ 296	\$ (83.06)	-28.1%
Audit Fee	\$ -	\$	89.38	\$ 822	\$ 732.62	89.1%
Publications, Ads, & Printing	\$ 240.60	\$	972.72	\$ 2,514	\$ 1,541.28	61.3%
Health Services	\$ -	\$	-	\$ 827	\$ 827.00	100.0%
Field Trips	\$ 87.81	\$	298.41	\$ 1,004	\$ 705.59	70.3%
Discretionary Funds	\$ -	\$	-	\$ 1,160	\$ 1,160.00	100.0%
Health Examinations/Wellness	\$ -	\$	-	\$ 300	\$ 300.00	100.0%
Assoc., Dues, & Fees	\$ -	\$	206.57	\$ 1,182	\$ 975.43	82.5%
Substitutes	\$ 919.80	\$	919.80	\$ 6,072	\$ 5,152.20	84.9%
Training	\$ 712.14	\$	1,689.70	\$ 8,398	\$ 6,708.30	79.9%
Other Total	\$ 2,660.46	\$	9,781.49	\$ 32,642	\$ 22,860.51	70.0%
Expenditures Total	\$ 48,056.29	\$	145,800.99	\$ 333,046	\$ 187,245.01	56.2%
Income (Loss)	\$ (425.53)	\$	(425.53)			

CRRSA/ARPA BUDGET - SEPTEMBER 2022

03HE000869-01 (04/01/21-3/31/23)

REVENUES	CURRENT MONTH	YTD	BUDGETED TOTAL	BUDGET REMAINING	% REMAINING
ACF-OHS	\$ 16,467.55	\$ 140,816.19	\$ 257,564	\$ 116,747.81	45.3%
CACFP	\$ -	\$ -	\$ -	\$ -	0.0%
Donations, Other Revenue	\$ -	\$ -	\$ -	\$ -	0.0%
Total	\$ 16,467.55	\$ 140,816.19	\$ 257,564	\$ 116,747.81	45.3%
EXPENDITURES					
Personnel	\$ 12,539.30	\$ 95,429.45	\$ 14,400	\$ (81,029.45)	-562.7%
Personnel Total	\$ 12,539.30	\$ 95,429.45	\$ 14,400	\$ (81,029.45)	-562.7%
Fringe	\$ 922.48	\$ 7,372.37	\$ 1,239	\$ (6,133.37)	-495.0%
Fringe Total	\$ 922.48	\$ 7,372.37	\$ 1,239	\$ (6,133.37)	-495.0%
Out of Town Travel	\$ -	\$ -	\$ -	\$ -	0.0%
Travel Total	\$ -	\$ -	\$ -	\$ -	0.0%
Office Supplies	\$ 120.00	\$ 18,274.97	\$ -	\$ (18,274.97)	0.0%
Postage	\$ -	\$ -	\$ -	\$ -	0.0%
Food Supplies	\$ -	\$ 119.85	\$ 408	\$ 288.15	70.6%
Food Service Supplies	\$ -	\$ 441.89	\$ -	\$ (441.89)	0.0%
Classroom/Ed. Supplies	\$ -	\$ 5,029.78	\$ 98,780	\$ 93,750.22	94.9%
Medical & Dental Supplies	\$ 437.47	\$ 5,536.51	\$ 2,000	\$ (3,536.51)	-176.8%
Transition Supplies	\$ -	\$ -	\$ -	\$ -	0.0%
Janitorial Supplies	\$ -	\$ 2,737.72	\$ 3,600	\$ 862.28	24.0%
Supplies Total	\$ 557.47	\$ 32,140.72	\$ 104,788	\$ 72,647.28	69.3%
Mental Health Services	\$ -	\$ -	\$ 93,600	\$ 93,600.00	100.0%
Other Contractual Services	\$ -	\$ -	\$ -	\$ -	0.0%
Contractual Total	\$ -	\$ -	\$ 93,600	\$ 93,600.00	100.0%
Equipment	\$ -	\$ -	\$ -	\$ -	0.0%
Equipment Total	\$ -	\$ -	\$ -	\$ -	0.0%
Rent	\$ -	\$ 819.80	\$ 2,460	\$ 1,640.20	66.7%
Utilities	\$ -	\$ 71.08	\$ -	\$ (71.08)	0.0%
Telephone	\$ -	\$ 209.00	\$ -	\$ (209.00)	0.0%
Child Liability Insurance	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance & Repair	\$ 2,435.31	\$ 2,435.31	\$ -	\$ (2,435.31)	0.0%
Local Travel	\$ -	\$ -	\$ -	\$ -	0.0%
Parent Activities	\$ -	\$ -	\$ 3,000	\$ 3,000.00	100.0%
Audit Fee	\$ -	\$ -	\$ -	\$ -	0.0%
Publications, Ads, & Printing	\$ 12.99	\$ 2,080.48	\$ 8,699	\$ 6,618.52	76.1%
Health Services	\$ -	\$ -	\$ -	\$ -	0.0%
Field Trips	\$ -	\$ -	\$ -	\$ -	0.0%
Discretionary Funds	\$ -	\$ -	\$ -	\$ -	0.0%
Health Examinations/Wellness	\$ -	\$ -	\$ -	\$ -	0.0%
Assoc., Dues, & Fees	\$ -	\$ -	\$ 15,000	\$ 15,000.00	100.0%
Substitutes	\$ -	\$ 100.58	\$ 1,800	\$ 1,699.42	94.4%
Training	\$ -	\$ 157.40	\$ 12,578	\$ 12,420.60	98.7%
Other Total	\$ 2,448.30	\$ 5,873.65	\$ 43,537	\$ 37,663.35	86.5%
Expenditures Total	\$ 16,467.55	\$ 140,816.19	\$ 257,564	\$ 116,747.81	45.3%
Income (Loss)	\$ -	\$ -			

3:32 PM

09/28/22

Scott County Public School Head Start
Reconciliation Summary
2300 · Bank of America CC, Period Ending 09/30/2022

	<u>Sep 30, 22</u>
Beginning Balance	13,883.73
Cleared Transactions	
Charges and Cash Advances - 18 items	-4,775.14
Payments and Credits - 4 items	13,883.73
	<u>9,108.59</u>
Total Cleared Transactions	
Cleared Balance	<u><u>4,775.14</u></u>
Register Balance as of 09/30/2022	4,775.14
Ending Balance	4,775.14

3:32 PM

09/28/22

Scott County Public School Head Start

Reconciliation Detail

2300 - Bank of America CC, Period Ending 09/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						13,883.73
Cleared Transactions						
Charges and Cash Advances - 18 items						
Credit Card Charge	10/04/2022		Target	X	-916.71	-916.71
Credit Card Charge	10/04/2022		Target	X	-722.06	-1,638.77
Credit Card Charge	10/04/2022		National Pen Compa...	X	-557.90	-2,196.67
Credit Card Charge	10/04/2022		Dollar General Store	X	-426.25	-2,622.92
Credit Card Charge	10/04/2022		K&D Ice Cream	X	-412.00	-3,034.92
Credit Card Charge	10/04/2022		Target	X	-373.49	-3,408.41
Credit Card Charge	10/04/2022		Puckett's Pallet Store	X	-300.00	-3,708.41
Credit Card Charge	10/04/2022		Oriental Trading Co...	X	-277.88	-3,986.29
Credit Card Charge	10/04/2022		Kane St. Smokehouse	X	-218.00	-4,204.29
Credit Card Charge	10/04/2022		Target	X	-128.90	-4,333.19
Credit Card Charge	10/04/2022		Zira Technologies Inc.	X	-120.00	-4,453.19
Credit Card Charge	10/04/2022		Pizza Plus	X	-104.19	-4,557.38
Credit Card Charge	10/04/2022		Commonwealth of V...	X	-81.84	-4,639.22
Credit Card Charge	10/04/2022		Pizza Plus	X	-57.45	-4,696.67
Credit Card Charge	10/04/2022		Michael's	X	-45.98	-4,742.65
Credit Card Charge	10/04/2022		Target	X	-24.99	-4,767.64
Credit Card Charge	10/04/2022		Dollar Tree	X	-5.00	-4,772.64
Credit Card Charge	10/04/2022		Dollar Tree	X	-2.50	-4,775.14
Total Charges and Cash Advances					-4,775.14	-4,775.14
Payments and Credits - 4 items						
Bill	09/12/2022	EHS A...	Bank of America 1	X	382.80	382.80
Bill	09/12/2022	EHS A...	Bank of America 1	X	2,360.60	2,743.40
Bill	09/12/2022	6/26/2...	Bank of America 1	X	3,660.60	6,404.00
Bill	09/12/2022	6/26/2...	Bank of America 1	X	7,479.73	13,883.73
Total Cleared Transactions					9,108.59	9,108.59
Cleared Balance					-9,108.59	4,775.14
Register Balance as of 09/30/2022					-9,108.59	4,775.14
Ending Balance					-9,108.59	4,775.14



SCOTT CO PUBLIC SCHOOL

Platinum Plus® for Business

August 26, 2022 - September 25, 2022

Company Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$4,775.14

Minimum Payment Due **\$47.75**Payment Due Date **10/20/22**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:

\$19.00 for balance less than \$100.01

\$29.00 for balance less than \$1,000.01

\$39.00 for balance less than \$5,000.01

\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$13,883.73

Payments and Other Credits -\$13,883.73

Balance Transfer Activity \$0.00

Cash Advance Activity \$0.00

Purchases and Other Charges \$4,775.14

Fees Charged \$0.00**Finance Charge \$0.00**

New Balance Total \$4,775.14

Credit Limit \$26,000

Credit Available \$21,224.86

Statement Closing Date 09/25/22

Days in Billing Cycle 31

Cardholder Activity Summary

Account Number	Credit Limit	Total Activity	Payments and Other Credits	Balance Transfer Activity	Cash Advance Activity	Purchases and Other Charges	Fees Charged
FIVE, HEAD START							
6,000		3,031.82	0.00	0.00	0.00	3,031.82	0.00
FOUR, HEAD START							
6,000		382.07	0.00	0.00	0.00	382.07	0.00
ONE, HEAD START							
10,000		712.00	0.00	0.00	0.00	712.00	0.00

BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

SCOTT CO PUBLIC SCHOOL
CORPORATE ACCOUNT
305 LEGION ST
WEBER CITY, VA 24290-7329

Account Number: [REDACTED]
August 26, 2022 - September 25, 2022

New Balance Total \$4,775.14

Minimum Payment Due **\$47.75**Payment Due Date **10/20/22**

Enter payment amount

\$

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com

CUSTOMER STATEMENT OF DISPUTED ITEM (You must use a separate form for each dispute. Please print.)

If you believe a transaction on your statement is an error, complete and sign a copy of this form using blue or black ink, or write a detailed letter on a separate sheet of paper. Then return it to: **PO BOX 53101, PHOENIX, AZ 85072-3101** no later than 60 days after we sent you the first bill on which the transaction or error appeared. If you prefer to speak with a representative about your dispute, please call 1.866.601.4410, 8am-8pm Est. You do not have to pay any amount in question while we are investigating, but you are obligated to pay the parts of your bill that are not in question.

PLEASE DO NOT ALTER WORDING ON THIS FORM OR MAIL YOUR LETTER WITH YOUR PAYMENT. Provide copies of all documentation that will help us investigate your dispute (e.g. contracts, invoices, detailed letter, sales slips, return receipts, or second opinions).

Your Name: _____ Account Number: _____
Posting Date: _____ Transaction Date: _____ Reference Number: _____
Amount: _____ Disputed Amount: _____ Merchant Name: _____

Below tell us why you think the item noted above is in error. **Check one box only.**

- ☐ 1. I certify that I do not recognize the transaction. I have attempted to contact the merchant to verify this transaction.
- ☐ 2. I certify that the charge listed above was not made by me or a person authorized by me to use my card, nor were the goods or services represented by the transaction received by me or authorized by me.
- ☐ 3. Although I did engage in a transaction with this merchant, I was billed for _____ transaction(s) totaling \$ _____. I have my card in my possession. If available, enclose a copy of the sales slip for the valid charge.
- ☐ 4. I have not received the merchandise that was to be shipped to me on ____/____/____ (MM/DD/YY). I have asked the merchant to credit my account.
- ☐ 5. Merchandise shipped to me was not as described. Please explain in detail and if applicable provide proof of return.

- ☐ 6. Merchandise shipped to me arrived damaged and/or defective.
I returned it on ____/____/____ (MM/DD/YY) and asked the merchant to credit my account. Please provide proof of return and describe how the merchandise was damaged and/or defective.

- ☐ 7. Although I did engage in the above transaction, I dispute the entire charge or a portion in the amount of \$ _____. I have contacted the merchant, returned the merchandise on ____/____/____ (MM/DD/YY) and requested a credit adjustment. I am disputing this charge because _____
Please supply proof of return or if unable to return merchandise please explain.

- ☐ 8. I notified the merchant on ____/____/____ (MM/DD/YY) to cancel the preauthorized order or reservation. Please note cancellation # and if available, enclose a copy of your telephone bill showing date and time of cancellation. Reason for cancellation: _____

- ☐ 9. Although I did engage in the above transaction, I have contacted the merchant for credit. The services to be provided on ____/____/____ (MM/DD/YY) were not received. Please describe the services to be received and explain the merchants failure to provide the services.

- ☐ 10. I was issued a credit slip that was not shown on my statement. A copy of my credit slip is enclosed. If the merchant has agreed to issue a credit, be advised the merchant has up to 30 days to supply this credit to your account.
- ☐ 11. The amount of the charge was increased from \$ _____ to \$ _____ or my sales slip was added incorrectly.
Enclosed is a copy of the sales slip that shows the correct amount.
- ☐ 12. Other: Please explain _____

Merchants often provide telephone numbers with their names on your billing statement. If you do not recognize a transaction, attempt first to contact the merchant for transaction information.

Cardholder Signature (required): _____ Date: _____
Home Telephone: (____) _____ Business Telephone: (____) _____

PLEASE KEEP A COPY OF BOTH SIDES OF THIS STATEMENT FOR YOUR RECORDS

PAYMENTS

We credit a payment as of the date we receive it if the payment is: 1) received by 5:00 p.m. (Eastern Time) Monday through Friday (except legal holidays). 2) received at the payment address indicated on the front of this statement. 3) paid with a check drawn in U.S. dollars on a U.S. financial institution or a U.S. dollar money order, and 4) sent in the return envelope with only the bottom portion of your statement accompanying it. Payments received after 5:00 p.m. (Eastern Time) Friday, but that otherwise meet the above requirements, will be processed on the next business day, which is usually the following Monday. Saturdays, Sundays, and holidays are not business days. Credit for payments received in any other manner may be delayed up to five business days, during which time finance charges, if applicable will continue to accrue. We will reject any payments that are not drawn in U.S. dollars and those drawn on a financial institution located outside of the United States. Please do not send cash, credit cards, correspondence, staples or paper clips with your payment. Mail your payment at least 7 days in advance of the payment due date to ensure timely delivery.

CUSTOMER CORRESPONDENCE

If you prefer to send a written inquiry regarding your account, please send the request to: **BANK OF AMERICA, PO BOX 660441, DALLAS, TX, 75266-0441, USA.** This address should not be utilized to dispute merchant transactions appearing on your billing statement. Please see the paragraph above for instructions regarding dispute procedures.

For address/phone number changes on all accounts in your program, have the authorized contact make a request at **WWW.BANKOFAMERICA.COM**



SCOTT CO PUBLIC SCHOOL

August 26, 2022 - September 25, 2022

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Cardholder Activity Summary

Account Number	Credit Limit	Total Activity	Payments and Other Credits	Balance Transfer Activity	Cash Advance Activity	Purchases and Other Charges	Fees Charged
SIX, HEAD START							
10,000		218.00	0.00	0.00	0.00	218.00	0.00
THREE, HEAD START							
6,000		431.25	0.00	0.00	0.00	431.25	0.00

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
SCOTT CO PUBLIC SCHOOL				
Account Number:				
Payments and Other Credits				
09/19	09/17	PAYMENT - THANK YOU	2621530000000552169807	- 13,883.73
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$13,883.73
FIVE, HEAD START				
Account Number:				
Purchases and Other Charges				
08/26	08/25	TARGET.COM * 800-591-3869 MN	55310202238083026637760	44.76
08/26	08/25	TARGET.COM * 800-591-3869 MN	55310202238083027635201	785.74
08/26	08/25	TARGET.COM * 800-591-3869 MN	55310202237083025478688	32.99
08/26	08/25	TARGET.COM * 800-591-3869 MN	55310202237083024530703	198.75
08/26	08/25	TARGET.COM * 800-591-3869 MN	55310202237083025703168	32.99
08/29	08/26	TARGET.COM * 800-591-3869 MN	55310202238083032193956	129.98
08/29	08/26	TARGET.COM * 800-591-3869 MN	55310202238083032271422	64.99
08/31	08/30	PIZZA PLUS OF CARTERS CHURCH HILL TN	25247802242002157101711	57.45
09/01	08/31	MICHAELS STORES 8730 KINGSPORT TN	55432862244200552632207	45.98
09/05	09/02	DSS CENTRAL REGISTRY 804-7267099 VA	55436872246122469959262	80.00
09/07	09/06	ELAVON SRV FEE DSS CEN 804-7267099 GA	55436872250172501843738	1.84
09/09	09/08	National Pen Co. LLC_U Dover DE	12302022251000024978363	557.90
09/09	09/08	DOLLARTREE WEBER CITY VA	05436842252000342784249	2.50
09/13	09/12	TARGET 00023325 KINGSPORT TN	05410192255091007831539	24.99
09/19	09/16	TARGET.COM * 800-591-3869 MN	55310202259083059014121	47.62
09/19	09/16	TARGET.COM * 800-591-3869 MN	55310202259083052750119	81.28
09/21	09/20	TARGET.COM * 800-591-3869 MN	55310202264083065085274	113.96
09/22	09/21	TARGET.COM * 800-591-3869 MN	5531020226408306566405	608.10
09/23	09/22	ZIRA-TECH SAN FRANCISCO CA	82711162265000009186558	120.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$3,031.82
FOUR, HEAD START				
Account Number:				
Purchases and Other Charges				
08/29	08/26	OTC BRANDS INC OMAHA NE	75265862240696800311946	277.88
09/16	09/15	PIZZA PLUS OF GATE CIT GATE CITY VA	25247802258001024064335	104.19
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$382.07
ONE, HEAD START				
Account Number:				
Purchases and Other Charges				
09/22	09/21	SQ *K&D ICE CREAM. Duffield VA	55432862264206270933129	412.00
09/22	09/21	SQ *PUCKETTS PALLET ST gosq.com TN	55432862264206284606448	300.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$712.00
SIX, HEAD START				
Account Number:				
Purchases and Other Charges				
08/26	08/25	SQ *KANE ST. SMOKEHOUS Gate City VA	55432862237201775197340	218.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$218.00
THREE, HEAD START				
Account Number:				
Purchases and Other Charges				
09/21	09/20	DOLLAR GENERAL #14921 WEBER CITY VA	05436842264500136705884	426.25
09/21	09/20	DOLLARTREE WEBER CITY VA	05436842264000338681264	5.00
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$431.25

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	13.99%	\$0.00	\$0.00
CASH	26.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

BANK OF AMERICA BUSINESS ADVANTAGE

We're listening

You can help us understand what we're doing right and what we can do better for business owners like you. Join the Bank of America® Advisory Panel and tell us what you think.

To learn more and join, enter code **SBCC** at **bankofamerica.com/AdvisoryPanel**.

Inclusion on the Advisory Panel subject to qualifications.

SSM-12-21-0028.C | 3929546